

# **JOB DESCRIPTION**

## **FOOD SERVICE MANAGER**

### **(GENERAL MANAGER, RESTAURANT)**

#### **Brief description**

The position of food service manager consists of planning, directing, or coordinating activities of an organization or department that serves food and beverages.

#### **Tasks**

- Coordinate assignments of cooking personnel to ensure economical use of food and timely preparation;
- Count money and make bank deposits;
- Establish standards for personnel performance and customer service;
- Investigate and resolve complaints regarding food quality, service, or accommodations;
- Maintain food and equipment inventories, and keep inventory records;
- Monitor budgets and payroll records, and review financial transactions to ensure that expenditures are authorized and budgeted;
- Monitor compliance with health and fire regulations regarding food preparation and serving, and building maintenance in lodging and dining facilities;
- Monitor food preparation methods, portion sizes, and garnishing and presentation of food to ensure that food is prepared and presented in an acceptable manner;
- Schedule and receive food and beverage deliveries, checking delivery contents to verify product quality and quantity;
- Schedule staff hours and assign duties.

#### **Qualifications and requirements**

- Training in vocational schools or a college degree;
- Ability to actively look for ways to help people, to adjust actions in relation to others' actions, and to use logic and reason to identify the strengths and weaknesses of alternative solutions;
- Ability to motivate, develop, and direct people as they work, identify the best people for the job.

#### **Competencies (in order of importance)**

- Integrity — Job requires being honest and ethical.
- Dependability — Job requires being reliable, responsible, and dependable, and fulfilling obligations.
- Leadership — Job requires a willingness to lead, take charge, and offer opinions and direction.
- Cooperation — Job requires being pleasant with others on the job and displaying a good-natured, cooperative attitude.
- Self-Control — Job requires maintaining composure, keeping emotions in check, controlling anger, and avoiding aggressive behavior, even in very difficult situations.

# Food Service Operations Manager Job Description

**Wenbin Ji**



## **Food Service Operations Manager Job Description:**

## Reviewing **Food Service Operations Manager Job Description**: Unlocking the Spellbinding Force of Linguistics

In a fast-paced world fueled by information and interconnectivity, the spellbinding force of linguistics has acquired newfound prominence. Its capacity to evoke emotions, stimulate contemplation, and stimulate metamorphosis is truly astonishing. Within the pages of "**Food Service Operations Manager Job Description**," an enthralling opus penned by a highly acclaimed wordsmith, readers attempt an immersive expedition to unravel the intricate significance of language and its indelible imprint on our lives. Throughout this assessment, we shall delve to the book is central motifs, appraise its distinctive narrative style, and gauge its overarching influence on the minds of its readers.

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