

- Assisting in carrying out appropriate off and on the job training for all food and beverage staff and maintaining records of staff training.
- Being accessible to staff on matters of welfare, maintaining discipline, good communications, team spirit and staff morale.
- Conducting HR-related tasks including return to work interviews, in line with company policies and procedures.
- Ensuring adequate supplies of cash (change) materials, stock and equipment are made available to ensure the smooth operation of the department.
- Ensuring all financial transactions are recorded accurately and cash handling procedures are adhered to, by all team members.
- Ensuring the tills are cashed up accurately and balanced at the end of the shift and tills shortages are accounted for.
- Ensuring the department and staff operate within the appropriate legislation including licensing laws, health & safety, employment and any other legislation as appropriate.

PERSON SPECIFICATION

Essential Criteria

- 2 years' experience gained at Bars supervisory level within the hospitality sector.
- Experience of directing, leading and motivating a team.
- Experience of effective staff rostering to meet business demands.
- Cash Handling & EPoS experience.
- Excellent organisation skills.
- High level of flexibility to work any shift as rostered.
- Must be eligible to work and live in the UK in line with UK Legislation.

Desirable Criteria

- Experience in training staff in service standards