



## **Job description**

Job Description: Full Time  
Dining/Banquet Manager  
Green Valley Country Club

### **Scope:**

Manage various dining outlets to ensure guest satisfaction including ala carte, private functions, and outings.  
Maintains FOH employee's job results by coaching, counseling, and redirecting staff, planning, monitoring, and appraising results.  
Maintain a clean and orderly workplace.  
Schedule, train, and mentor service staff.  
Must be a hands-on professional that is committed to exceeding guest expectations, is engaging, and is highly visible.  
Any other tasks as needed throughout the club.

### **Candidate:**

Strong management presence, constant and visible, engaging, and thoughtful.  
Integrity & ethics beyond reproach.  
Remains calm and collected, leads by example, provides an excellent culture that staff and coworkers thrive in.  
Excellent written and oral communication skills.  
Proficient with POS, Microsoft Office, Word, and Excel.  
Available to work a varied schedule including weekends and holidays.

### **Education and experience:**

Four plus years of supervisory experience in a high-end restaurant, hotel, or club.  
College degree helpful (hospitality a plus)

### **Compensation:**

Full benefits package including health, dental, life, disability, 401K with match personal, sick, and personal time.  
Performance and or a holiday bonus.'

Benefit Conditions:

- Waiting period may apply
- Only full-time employees are eligible

Pay Frequency:

- Bi weekly or Twice monthly

Work Remotely

- No

Job Type: Full-time

Salary: Up to \$70,000.00 per year

Benefits:

- 401(k)
- 401(k) matching
- Dental insurance
- Employee discount
- Health insurance
- Paid time off
- Vision insurance

Experience level:

- 4 years

Restaurant type:

- Bar
- Casual dining restaurant
- Fine dining restaurant

Weekly day range:

- Every weekend
- Monday to Friday
- Weekends as needed

Education:

- High school or equivalent (Preferred)

License/Certification:

- Driver's License (Preferred)

Shift availability:

- Day Shift (Preferred)
- Night Shift (Preferred)

Work Location: In person

Please submit your resume to Harry Ginther at [harry.ginther@greenvalecc.org](mailto:harry.ginther@greenvalecc.org).