

# BAR MANAGER

## DESCRIPTION:

**Job Title:** Bar Manager

**Hours of work:** 40 per week

As a key member of our hotel's hospitality staff, our bar manager must ensure the bar operates smoothly, with sufficient stock and staff at all times. The ideal candidate in this position must thrive in a dynamic, fast-paced environment, maintaining a courteous demeanour with customers, as well as effectively make use of quiet times. Strong leadership and personnel management skills should be accompanied by a customer service focus and commitment to company values and image. The bar manager pays close attention to all operational details to ensure the comfort, safety and enjoyment of guests and job satisfaction of staff, as well as the financial success of the establishment.

## Bar Manager Responsibilities

- Prepare weekly schedules for bartender, and server staff to adequately cover all shifts.
- Provide for coverage in case of employee absence and adjust staffing as necessary to meet business demands.
- Monitor inventory of beverages to ensure adequate stock is maintained and to prevent excess pours or abuse by staff. Requisition purchases as needed.
- Oversee cleanliness of staff and physical bar area, paying special attention to possible health hazards and code violations.
- Review sales and beverage costs, and reconcile any discrepancies in accounting. Ensure proper cash management.
- Resolve customer complaints promptly and according to company guidelines.
- Oversee the preparation of beverages and ensure quality of product served.

## Bar Manager Qualifications and skills

- Proficiency with point-of-sale software.
- Extensive working knowledge of alcoholic and non-alcoholic beverages.
- Knowledge of regulations related to alcohol service and health code compliance.
- Competency in resource management and inventory control.
- Customer service orientation.
- Knowledge of basic accounting principles, personnel management and marketing.

## **INTERESTED IN APPLYING?**

Application forms can be requested from: The HR Department, Lough Erne Resort, Belleek Road Enniskillen, Co. Fermanagh BT93 7ED. Tel: +44 (0)28 66345714 or email [hr@loughernereresort.com](mailto:hr@loughernereresort.com), for further information.