



SKI APACHE

Title: Food & Beverage Manager
Department: Ski Apache Food & Beverage
Opening Date: September 17, 2009
Closing Date: Until Filled
Gaming License Required: No
Pay Rate: DOQ
Shift: Includes all Shifts + Holidays & Weekends
Positions Available: 1 Full-Time Seasonal

Job Summary: Responsible for the oversight including planning, directing and management of the Food & Beverage Department, including restaurants and bars. Directs and organizes the activities of the F&B departments, including but not limited to the Kitchen, Restaurants, and Bars to maintain high standards of food and beverage quality, service and marketing to maximize profits through outstanding customer service. Plan and direct the functions of administration and planning of the F&B department to meet the daily needs of the operation. Participate with the Lead Chef and restaurant managers in the creation and merchandising of attractive menu designs to attract a predetermined customer market. Develop, along with assistance from department management, operating tools necessary and incidental to modern management principles such as budgeting, forecasting, purchase specifications, recipes, portion specifications, menu abstracts, food production control, job description, etc. Hire, train, supervise, develop, discipline and counsel all F&B management team members according to IMGR&C policies and procedures. Participate in the development of the annual budget: develop short and long term financial operating plans. Maintains adherence to all applicable Tribal, Federal and State Health Department policies and laws for sanitation, safety, equipment maintenance, food preparation and kitchen/restaurant cleanliness, and schedules training for certifications. Assures compliance with departmental operating policies and procedures through training and supervision of staff.

Job Qualifications: Five (5) years experience as a Food and Beverage Manager in which Five (5) years experience as a F&B Director in a Four Diamond or better multi-outlet environment including fine dining, high volume buffet, banquets, and central commissary operations. Equivalent combination of education and relevant experience will be considered. Experience managing and training a diverse team. Excellent communication and organizational skills with attention to detail. Ability to maintain relations with other client department and services. Must be knowledgeable of computerized Product Management Software, preferably FoodTrak. Must possess experience with Central receiving and Purchasing of F&B products and with transfer process to distribute and account for usage in profit center outlets. Proficiency in Microsoft Office Suite software to include Word, Excel, Outlook, and PowerPoint.

Mescalero Apache Tribal Preference. Bi-cultural experience preferred.

Applications/Resumes must be submitted to the Human Resources Center located on the 5th Floor, East end of the Inn. Applications/Resumes may be submitted via Fax at