CALIFORNIA STATE UNIVERSITY, STANISLAUS
CAREER SERVICES, ADVISING RESOURCE CENTER
One University Circle, Turlock, CA 95382
Phone (209) 667-3661/FAX (209) 664-7032/Email career@csustan.edu

Employment Listing Form

All of the following information will be made available for student review.

Position Type Internship ☐ Part-Time ☐ Full-Time ☑ Summer ☐

Position Title FOH Manager

Company Name Galletto Ristorante

Application Period Close 12/31/2015 **Start Date** ASAP **No. of Openings** 1

Days/Hours Vary **Wage/Salary** DOE **Location** Modesto

Job Description

Duties & Responsibilities:
- Understand completely & conforms to all policies, procedures, standards, specifications, guidelines and training programs.
- Ensure that all guests feel welcome and are given attentive, friendly, and courteous service at all times.
- Achieve restaurant objectives in sales, service, quality, appearance of facility, sanitation, and cleanliness through training of employees and by creating a positive and productive working environment.
- Control cash and other receipts by adhering to cash handling and reconciliation procedures in accordance with restaurant policies and procedures.
- Partners with Exec Chef on employment and termination decisions.
- Fill in where needed to ensure guest service standards and efficient operations are always meeting guest expectations.
- Continuously strives to develop staff in all managerial and professional areas.
- Prepare all required paperwork, forms, reports and schedules in an organized and timely manner.
- Ensure that all FOH equipment and building is maintained. Reporting any needed repairs to the appropriate party.
- Responsible for all FOH inventories including liquor, beer, wine and NA beverages.
- Ensure product is always on hand on an as needed basis by ordering and forecasting needs.
- Schedule labor as required by anticipated business activity while ensuring that all positions are staffed as needed and labor cost objectives are met.
- Be knowledgeable of restaurant policies regarding personnel, and administer prompt, fair, and consistent corrective action for any and all violations of restaurant policies, rules, and procedures.
- Understand and comply with all federal, state, county and municipal regulations that pertain to health, safety, and labor requirements of the restaurant, employees and guests.
- Communicate all aspects of weekly operations at weekly team management meetings.
- Lead by example in all areas by becoming the expert in all aspects of the restaurant.
- Be a role model and a teacher.

Qualifications

Requirements:
- Have a minimum of 3 years' experience as a major in a high volume fine dining restaurant.
- Demonstrate a leadership style that creates a positive working environment and remains calm during stressful and emotional situations.
- Proactively handle all staff and guest requests or concerns quickly with caring and fairness.
- Have extensive knowledge of wines and wine pairing.
- Should expect to work 50+ hours per week and be able to work lunch and dinner shifts on weekdays and weekends.

How to Apply

Send Resume' to ck@galletto.biz

Contact Person Christi Kimball, HR

Mailing Address 1101 J. St.

City Modesto **State** CA **Zip** 95354

Telephone 209-593-5864 **FAX** 209-523-0621

Email ck@galletto.biz **Website** galletto.biz

Interview facilities, job listing, or other services are not made available to employers who unlawfully discriminate in the selection of employees on the basis of race, color, sex, sexual orientation, religion, national origin, ancestry, marital status, pregnancy, age, disability, veteran status, or any other basis prohibited by applicable law.

Position: FOH Manager
Modesto, CA

We are looking for the right combination of experience, drive, passion for the restaurant and hospitality industry, and eagerness to grow and succeed. Our managers are teachers and coaches, people developers, who can patiently and effectively communicate the message down to the team and get the results!! A true desire to cultivate and grow world class hospitality, top level execution, and bottom line fiscal responsibility. The right person will want to put their thumbprint on this concept and help develop the systems and structures, and attention to detail, needed to produce a consistent experience now and as we grow!

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We are offering a very competitive salary and bonus package, with the future of the concept and the growth of your career tied together. The right person will be able to hit the ground running and deliver results.