

## **Boardroom Restaurant**

Needs to hire one (1)

**Full-Time**

# **ASSISTANT RESTAURANT MANAGER**

to work permanently in Hay River, NT.

### **Main duties:**

- recruit, train and supervise staff
- set staff work schedules and monitor staff performance
- control inventory
- place order to supplier for food and other restaurant supplies
- negotiate arrangements with customers for catering or use of facilities for receptions
- provide customer services
- analyse and develop new marketing policies to help grow business
- address customers' complaints or concerns

**Language:** English

**Compensation:** \$20/hour, 40 hours per week, staff meals

Experience in similar restaurant setting is preferred.

**Education:** A university degree or college diploma is required.

**Apply in person or send resumé by email:**

891 Mackenzie Hwy, Hay River, NT X0E 0R8

Tel: (867) 874 2111

Fax: (867) 274 3198

Email: [theboardroom168@gmail.com](mailto:theboardroom168@gmail.com)