

** EXTERNAL POSITIONS OPENING **

F&B SUPERVISORS



RATE OF PAY: Depending upon experience
LOCATION: Seven Clans Casinos – Thief River Falls, MN
OPENS: February 28, 2019
CLOSES: March 28, 2019

SCOPE OF POSITION

Under the general supervision of the F & B Manager, the supervisor is responsible to oversee assigned shifts for Seven Clans Casino.

DUTIES AND RESPONSIBILITIES

- ❖ Responsible to ensure smooth operations exists in assigned area, including: staffing, inventory, quality assurance and customer service.
- ❖ Responsible to ensure approved policies and procedures are adhered to and maintained.
- ❖ Investigates and resolves food quality, employee, and service complaints.
- ❖ Inspects foods and food handling to maintain quality standards.
- ❖ Analyzes and recognizes deficiencies or problems areas and provides solutions to achieve desired results.
- ❖ Maintains adequate inventory to ensure adequate quantities are maintained and spoilage minimized.
- ❖ Completes required paperwork and recording of transactions.
- ❖ Participates in the review of associates and completes necessary paperwork as required by established policies and procedures. Maintains training program for departmental new hires.
- ❖ Operates a variety of office equipment including: personal computer, typewrite, calculator, copy and fax machine. Ability to function and learn the micros system.

REQUIRED QUALIFICATIONS

It is required the F&B Supervisor have Computer skills, Safe Serve Certification, High School Diploma or GED with Supervisory skills and related experience preferred.

SEND COMPLETE APPLICATION/RESUME/TRANSFER REQUEST TO:

Victoria.mostrom@7clans.com Human Resource Office,
20595 Center St. E, MN 56701 1-800-881-0712
Website: www.sevenclanscasino.com