

Banquet Supervisor

Rebel Creek Golf Club

Location: Petersburg, ON, Canada

Department: Hospitality

Reports To: Hospitality Manager

Classification: Full-Time Seasonal - (March 15th - November 15th estimate)

Salary: From \$18.00 per hour - based on experience

Additional pay: Gratuities

Benefits: Staff discount on food

Schedule: Flexible work schedule including weekends and holidays

Summary:

The purpose of a Banquet Supervisor is to oversee the planning, organization, and execution of banquets and other events. The Banquet Supervisor is responsible for ensuring that all guests have a memorable experience, from set up and decoration, to bartending and service. The Banquet Supervisor must ensure that all staff members are adequately trained and that the event follows all applicable regulations. They must also ensure that the event runs smoothly and is completed on time and within budget. The Banquet Supervisor must also possess excellent customer service skills in order to ensure that all guests are satisfied with their experience.

Responsibilities:

- Organize and supervise banquet events
- Ensure event runs smoothly
- Ensure guest satisfaction
- Manage banquet staff & labour costs
- Setup & teardown of events
- Manage inventory
- Maintain cleanliness & hygiene standards

Qualifications:

- SMART serve training.
- Experience in banquet operations
- Experience in a golf club environment is an asset
- Capable of handling pressure and the ability to adapt to new situations.
- Good communication skills.
- Willing to assume responsibility without supervision.
- Able and willing to lift up to 50lbs to move stock.

- Able to move tables, chairs and other furniture when required.
- Available to work varied schedules, holidays and weekends.

Working Conditions:

- Some travel may be required
- Ability to attend and conduct presentations
- Ability to lift 50 lbs required
- Manual dexterity required to use desktop computer and peripherals

To Apply:

Please submit your resume and cover letter to Nicole Borysiewicz at hospitality.rebelcreek@golfnorth.ca. Please write "Rebel Creek - Banquet Supervisor" in the subject line.