

**Company operating name – ROBINS NEST MOTEL AND CAFE**  
JUNCTION HIGHWAY 1& 5, CARBERRY, MB, R0K 0H0

**Title of the position – Bar – Restaurant Supervisor**

**Responsibilities:**

- *Supervise, co-ordinate and schedule the activities of staff that prepare, portion and serve food.*
- *Supervises employees engaged in serving food in motel, and in maintaining cleanliness of food service areas and equipment: Trains workers in performance of duties.*
- *Assistant and organise the Events and occasion which is conducted in the motel and also design and decorated the motel according to occasion.*
- *Establishment of the Dress Code and conduct the floor meeting according to the schedule. Maintain the record of the meeting.*
- *Plan and schedule the shift for motel cleaners / staff including execution of daily, weekly and monthly routine scheduled activities.*
- *Maintain the hygienic cleaning or Rooms, lobby, Bar and all premises area to impress customer satisfaction.*
- *Requisitions and inspects foodstuffs, supplies, and equipment to maintain stock levels and ensure standards of quality are met.*
- *Keeps records, such as amount and cost of meals served, stock, repairs, sales and wastage*
- *Resolve customer complaints and ensure health and safety regulations are followed*
- *Train workers, supervise and schedule assistants.*

**Terms of employment:** - Full Time permanent position

**Skills and Qualifications:**

- *University or College diploma or equivalent Certification program in Marketing, travel or business management.*
- *Prior experience of minimum 3 years in motel or Marketing management or as travel business manager.*
- *Extensive food and beverage (F&B) knowledge, with ability to remember and recall ingredients and dishes to inform customers and wait staff*
- *Good Hospitality and Communication skills.*
- *Knowledge of computer in MS office, Internet access and social media.*
- *Certification of Smart Choices from Manitoba Liquor authority is an assets.*

**Language of work:** - Required English communication skill.

**Wage:** - 14.75 hourly, 0.50 per hour increment after 90 days of probation 3 to 5 % annual raises based on performance rating.

**Benefits:** Candidate will be entitled for 2 weeks of personal vacation after completion of 1 year employment. Vacation consumable during working year considering vacation day's accumulation of working period.

**Location(s) of work:** - **ROBINS NEST MOTEL & CAFE** is located 5km north of Carberry at the junction of highway 1 and 5 to access us we are on the south service road along highway 1.

**Hours of operation:** - **Business required 24 x 7 customer services management. Candidate must be required flexibility to work of any flexible given time as per business demand.**

**Contact:** - email application in word format to [robins.motel@gmail.com](mailto:robins.motel@gmail.com)