



Southern Hills Country Club in Tulsa, Oklahoma, host of the 2022 PGA Championship and 8 total major Championships, has an immediate opportunity for an **Assistant Food & Beverage Manager**. The successful candidate will work cooperatively with other Food & Beverage management to supervise staff and oversee operations for all Food & Beverage outlets, both A la Carte Dining (including five year-round and two seasonal dining outlets) and Banquets. Job duties include but are not limited to:

- Provide the highest level of service and member satisfaction at all times.
- Assist with staffing of workforce based upon need (i.e. seasonal fluctuation).
- Monitor the quality of service, food, efficiency of staff, attention to detail and cleanliness of the dining rooms, banquet rooms and service areas.
- Interact with members and guests, resolving any concerns promptly and thoroughly.
- Perform physical inventory and adhere to cost and budgetary goals.
- Orient and train newly hired employees and continually train existing employees to improve efficiency, speed and accuracy of service.
- Greet and interact with members and guests, diligently making contact with each table as appropriate.
- Learn members' names and preferences.
- Assist with ordering all liquor and wine for the Club, establish and maintain adequate par levels
- Assist with conducting daily service staff line meetings prior to the start of each shift. Review daily specials, menu changes, desserts specials, wine specials, dining room set-up, sanitation and any other pertinent information.

The successful candidate will preferably hold a Bachelor's degree in Hotel and Restaurant Administration (or similar), or have equivalent experience. He/she must have experience in a Food and Beverage setting, preferably in a supervisory or managerial role

This is a salaried exempt position. Salary is commensurate with experience. Benefits include comprehensive health insurance, 401(k) with matching, paid holidays and vacation, bonus program eligibility, professional development expenses, Christmas gratuity eligibility and clothing allowance.

Qualified and interested candidates should apply online at www.southernhillsc.com under the "Employment" tab.