

Food & Beverage Director

Description:

Our member is seeking a dynamic and outgoing individual that can work collaboratively with a highly talented cross-functional team. The ideal candidate thrives in an agile environment and has a passion for developing dining concepts focus on creating experiences that stimulate social connections and conversations.

The candidate is responsible for the overall administration and operations of the Food and Beverage Division including the maximization of profits, enhancement of customer's satisfaction through establishment of quality standards and maintenance of high staff morale.

Job Location: Tianhe District & Yuexiu District

About The Role:

Financial:

- Ensures that each outlet is accounted for as individual profit centers and managed by a manager/management team who is accountable for the outlet's profitability;
- Establishes and monitors implementation of incentive schemes for Outlet Heads and/or Service Staff;
- Develops the annual operating budget for each outlet together with the Outlet Head concerned, which will form part of the Business Plan;
- Develops/Modifies business forecast on a monthly basis;
- Monitors all costs and implements control measures;
- Ensure that all outlet heads have thoroughly analyzed the monthly P&L performance per outlet;
- Prepares CAPEX list to further upgrade F&B facilities for approving body review;
- Signs invoices for payment approval;
- Controls all F&B Purchase Orders as authorizing signatory;
- Controls Purchase Requisitions through Executive Chef and Asst. Director of F&B.

Marketing:

- Keeps updated on market trends;
- Develops specific promotions and menus to enhance the quality and profitability of the F&B Division;
- Establishes a yearly promotion and menu plan with follow-up meetings for each promotion and menu;
- Establishes a festive season calendar;
- Establishes an annual entertainment concept;
- Reviews F&B outlet operations concept as needed;

Operation:

Quality of Food and Beverage

- Regularly reviews guest feedback on quality of food and beverage (through guest comments, performance monitor, etc.);
- Walks through all F&B areas daily and notes and immediately rectifies operational flaws;
- Actively solicits guest feedback on F&B service and facilities;
- Develops an action plan to address weaknesses with the team;
- Ensures that all F&B facilities and services yield maximum profitability for the hotel, as well as maximum value for money for the guest;
- Plans and executes special projects to upgrade facilities and services;

Relations with suppliers

- Meets regularly with key suppliers to ensure maximum service;
- Direct discussion of whatever quality flaws in the product;
- Maximize discounts, sponsorships and takes advantage of special offers;

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- Keep updated on new products in the market.

Public Relation

- Develops strategies to maximize information dissemination on service and facilities of F&B outlets.

Requirements:

- Experience working at a 5-star international hotel in a similar capacity;
- Preferably with Asian hotel work experience;
- Familiar with hygiene and sanitation standards;
- Excellent communication and interpersonal skill;
- Fluent in speaking and writing in English;
- Ability to think creatively and execute ideas into fruition;
- Ability to meet deadlines and works well under pressure.

如对该职位感兴趣的请把简历发送至: sc-hr@ccifc.org