



Food And Beverage Manager

The Edson Golf Club is located in the community of Edson, Alberta. We are located on Highway 16 approximately 2 hours west of Edmonton in the foothills of the Rocky Mountains. The Club was formed in 1955 and is a member-owned and managed 18 hole, full service golf club, including the addition of two simulators in our new clubhouse that was opened in the summer of 2021. We have a stable, mature membership base and welcome the general public to our golf facility. The Club is managed by a 10 member Board who are elected from the membership and we take pride in being fiscally responsible in the operation of our facility.

At The Edson Golf Club, we believe our Associates are our greatest assets and strength and provide us with a competitive advantage. Operations management focuses on carefully managing the processes to create the highest level of efficiency possible. We understand that management /leadership plays an important role running an operation, delivering memorable experiences to members and their guests as well as club employees.

Ideal candidates are sociable, positive, able to work in small or large groups, and possess strong communication and interpersonal skills. As a Food and Beverage Manager, you are a key member of the golf operations team at the club, managing all golf and golf-related activities at the facility and reporting directly to the Club's Board of Directors.

A food and beverage manager oversees all aspects of food and drink operations, including menu planning, staff management, and budget control. Key responsibilities include ensuring high-quality service, managing inventory, enforcing health and safety regulations, and driving profitability to achieve business goals. This role requires strong leadership, customer service, and critical thinking skills.

Core responsibilities

- **Operations management:** Oversee all food and beverage operations, including restaurants, bars, catering, and coordinate with Pro shop for tournament and event menus
- **Staff management:** Recruit, train, schedule, and manage staff, monitoring performance and providing feedback.
- **Menu and quality control:** Plan and design menus, ensuring high standards for food and beverage quality, presentation, and service.
- **Inventory and purchasing:** Manage inventory, forecast needs, and order food and beverages, maintaining good supplier relationships.
- **Financial management:** Control budgets, monitor revenues and expenses, and implement strategies to meet financial targets.
- **Compliance:** Ensure all operations comply with health, safety, and food safety regulations.
- **Customer service:** Focus on customer satisfaction by handling inquiries and resolving issues.

Key skills and qualifications

- Leadership and communication
- Budgeting and cost control
- Inventory and vendor management
- Menu development and creativity
- Problem-solving and critical thinking
- Strong customer service orientation
- Knowledge of health and safety regulations
- Experience in the hospitality or restaurant industry is often preferred

RENUMERATION AND BENEFITS:

- **\$40,000 to \$60,000 depending on qualifications and experience**
- **Wages to be paid by bi-weekly direct deposit**
- **Benefits**

- Flexible Schedule within reason
- Playing privileges
- \$50 per month Cell Phone allowance
- \$150 per month for Alberta Blue Cross coverage
- Club willing to negotiate other compensations
- Staff discounts available

The Edson Golf Club provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected or local laws. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation, and training.