

Effective February 2026



An Equal Opportunity Employer

## **Food & Beverage Bar & Restaurant Manager**

### **FLSA STATUS: Non-Exempt**

#### **ABOUT THE CLUB**

Southview Country Club is a private, member-owned club with 106 years of history. The club was founded in 1919 with the purpose of bringing local businessmen closer together. This original idea still holds true today. Many of our members have joined Southview for the friendships and golf but they have remained members for the long-lasting memories and relationships they have created. The Club's Board of Directors, Club Management and Staff provide the best possible experiences to members and their guests in the utilization of amenities including quality golf, dining social and family activities.

#### **POSITION SUMMARY**

The Bar & Restaurant Manager is primarily responsible for management of bar management and staff. Reports to the Director of Hospitality. The Bar & Restaurant Manager will operate and maintain reputable bar areas staffed with knowledgeable, competent personnel. This position will be responsible for monitoring bar labor and supplies budget to ensure financial success. The Bar & Restaurant Manager will provide leadership to service staff, hire and train staff, and assist with bar service. The candidate must have excellent listening skills and an eagerness to provide excellent service. This position requires a highly self-motivated individual who can work with minimal supervision and interact with members at a high-level. The work schedule will include nights and weekends, or holidays based on scheduled events or club necessity. May be scheduled to work indoors or outdoors in a variety of weather conditions.

#### **ESSENTIAL DUTIES/RESPONSIBILITIES**

- Responsible for compliance of all Club, State, and Federal rules and regulations governing the use of Southview facilities
- Comply with state/federal regulations regarding wage and hour and state/local laws pertaining to alcoholic beverages
- Provide first class customer service with the utmost professional integrity
- Hire, train and supervise bar staff per direction of Director of Hospitality
- Schedule staff for all areas where a bartender is needed including special events
- Develop and maintain a budget regarding all expenses: labor, linens, breakage, beverage, equipment and supplies

- Direct daily pre-service meeting
- Keep continuous inventory of service equipment
- Manage regular physical bar inventory
- Use point of sale system/cash register
- Basic math skills
- Ensure all service employees dressed in proper uniform
- Problem solve and handle complaints concerning beverage, or service
- Position requires walking and standing most of the working day
- Assists other managers and departments as assigned by Director of Hospitality
- Other duties as assigned

## **QUALIFICATIONS**

- High School diploma preferred
- Minimum of three (3) years in restaurant management
- Ability to bend, twist, push and pull
- Experience with or ability to learn Jonas point of sale system
- Effective communication skills
- Ability to lift and carry approximately 50 pounds
- Ability to multitask
- Ability to quickly identify problems, analyze potential solutions and react to solve situations