



People Conquest



We are Recruiting **Bar Manager/Public Rooms Manager** (M/F)

PEOPLECONQUEST, a Human Resources National Company in ongoing expansion, is currently recruiting **Bar Manager/Public Rooms Manager** for a renowned **5 stars deluxe Cruise Company with the following profile:**

Position Title: <u>Bar Manager/Public Rooms Manager</u>	Department: Hotel
Reports to : Hotel Manager	

Job Summary:

Responsible for the operation of all public bars, lounges and for beverage service on decks as well as Pier Service and the wine cellar operation. Designated Night Hotel Officer from 11PM to closure of the main business. (not till the last guest leaves)

Position Supervised:

- Sommelier
- Bartenders
- Bar Waiters
- Deck Steward

Essential Functions:

- Ensures that all in suite bottles have been distributed to all suites according to the download prior to embarkation;
- Ensures proper recording of the complimentary wine and bar program;
- Organizes and plans all insuite sail away parties in conjunction with the Maitre d' hotel;
- Ensures a proper Main lounge embarkation set up according to SOP;
- Provides drink and Champagne service during Embarkation;
- Ensures that all beverage stocks in the bars and in lockers or pantries are used, stored and accounted for following company policies and guidelines;
- Responsible for the proper accounting and recording of all beverage sales while ensuring that the pouring measures are being followed according to standard operating procedure;
- Responsible for the training and education of all those involved in sales and service of beverage products on board;
- Responsible for maintaining the company standards for beverage service, standard drink recipes and for achieving the yearly goal for bar scores in the guest comment cards;
- Responsible for the implementation, monitoring and follow up of on board beverage promotions as they are determined by the company or by management on board;
- Plans, organises and oversees all cocktail parties on board the ship whether they are sponsored by the company or hosted by guests or other entities. Communicates and coordinates with all the involved departments in order to guarantee the success of these events;
- Plans and oversees deck services with a focus on promptness, cleanliness and set up and breakdown processes;
- Establishes proper communication with the Provision Master to assure that all the items on the Bar Menu and in stores are available for guest consumption in the bars and public lounges;
- Institutes the proper flow of communication that allows the Bartenders and other personnel to know what items are temporarily out of stock and when they are due back on board;
- Maintains a high and visible profile on the day to day operations by being on the floor during peak service hour;
- Ensures guest name recognition amongst the Bar Team;

- Oversees that all other existing beverage standard operating procedures are in place, adhered to and being followed throughout the ship. Ensures that new standard operating procedures are implemented and follow up as per company instructions;
- Responsible for the proper use and maintenance of all bar equipment and for the cleanliness of all bars, lounges, pantries and lockers. Ensures that the schedules and rotations for cleaning and sanitising of all Public Washrooms are in place and being followed;
- Ensures that all pertinent ECP, SMS and Public Health standards (USPH, UKPH, etc.) are being upheld in his/her area of responsibility;
- Maintains and updates sales records and reports as required by company policy;
- Ensures that all outlets are requisitioning products from stores as needed and in accordance to the beverage controls that are in place;
- Ensures that pricing updates and changes, as communicated by the Corporate Office, are reflected on the menus and in the point of sale system;
- Oversees and directs any other ship's personnel that are scheduled to provide service in the bars, lounges, cocktail parties and any other special events that are assigned to the Public Rooms Department;
- Ensures that monthly stock takes are being done for all durable items in all the areas under his/her responsibility;
- Recommends new supplies and equipment and/or service in order to continually improve upon the line's high standards of beverage service;
- Responsible for seeing that the staff receives the necessary training for the efficient execution of their duties on daily basis if needed;
- Develops and implements cleaning schedules for all the beverage outlets and any other areas assigned to his responsibility and oversees and follows up on execution;
- Appraise all staff per Seabourn personnel policy;
- Ensures that his Team is following company guidelines regarding uniforms and personal hygiene;
- Maintains and oversees the vacation schedule for the department, in close consultation with the Crew Purser;

- As designated Night Hotel Officer, ensure that all late-night activities are properly manned, that public rooms are left in good order at closing and that any extraordinary occurrences are properly dealt with;
- Responsible for becoming familiar with the Carnival Corporate Environmental Compliance Plan (ECP), as it applies to the duties and responsibilities of this position.

Job Requirements:

- Formal degree in Food and Beverage management from a recognised institution or extensive working experience as a manager in a large beverage operation;
- Proof of continuing education translated in certificates or letter of participation in specialised courses, seminars and tastings;
- Thorough practical knowledge of beverage operations;
- Knowledge of public health and sanitation regulations and procedures and should go through the USPH course in Miami and get to a refreshment course every 5 years;
- Two years of working experience as Bar Manager in a fast pace 4 or 5 star environment with an international clientele;
- Working experience in a multiple outlet beverage operation;
- Working experience with an extensive beverage program that entails premiums and super premiums in all beverage categories;
- Strong command of the English language combined with good verbal and written skills;
- Ability to build a strong Team focused on revenue generating and exceeding guest expectations;
- Ability to plan, execute and follow up on beverage promotions and other activities that will increase sales and enhance our guests cruise experience;
- Ability to train and motivate and to conduct public speaking seminars on beverage products;
- Ability to innovate and foster creativity;
- **Ability to plan, coordinate and implement work schedules according to business levels;**
- Ability to understand, analyse and interpret financial results;
- Ability to organise and complete work in accordance to deadlines;
- PC knowledge of: Word and Excel;

- Fluent in interpreting and implementing companies and work rules;
- Effective planner and organiser.

Please forward your resume, in English, to recrutamento@peopleconquest.com with the following reference in subject: **Bar Manager/Public Rooms Manager**