

## **DIRECTOR OF F&B**

- EMPLOYER'S NAME: Regalia Hotel Group
- JOB LOCATION: Shanghai
- POSITION: Full Time
- MANAGEMENT EXPERIENCE REQUIRED: At least 5 years managerial experience in the same capacity
- PROPERTY TYPE: Boutique Resort/Service Residences
- JOB DESCRIPTION:
  1. Directs and organizes the activities of Food & Beverage department including but not limited to the Kitchen, Banquet operations, Restaurants, Room Service and Bar.
  2. To maintain high standards of food & beverage quality, service and marketing to maximize profits through outstanding customer service
  3. Thorough knowledge of Food & beverage operations including foods, beverage, supervisory aspects, service techniques and guest interaction
  4. The Director of Food and Beverage will oversee the F&B departments, which are Banquets, Culinary, Restaurant, Room Service, Purchasing, and Lounge. Other responsibilities include (but are not limited to):
    - a. Effectively delegate responsibility and authority for the operation of the aforementioned departments.
    - b. Maintain effective control of food, beverage and labor costs among all departments.
    - c. Work with Chef in the creation and merchandising of menus.
    - d. Regularly review & evaluate the degree of customer satisfaction with restaurant and banquet service and recommend to management new operating and marketing policies to address any satisfaction or market issues.
    - e. Develop (with dept. heads) operating tools necessary to management principles: budgeting, forecasting, purchase specifications, recipes, portion specification, menu abstracts, food production control, etc.
    - f. Continuously evaluate the performance and encourage improvement of the personnel in the F&B division.
    - g. Attend and participate in routine organizational meetings
- EMAIL RESUME TO: [hr-shanghai@gch-china.com](mailto:hr-shanghai@gch-china.com)
- AVAILABILITY: Immediately
- COMPENSATION: Competitive
- MINIMUM JOB REQUIREMENT:
  1. Degree or diploma in HRM/HRD or Hospitality/Tourism management
  2. Minimum 5 years work experience as Director of F&B or F&B Manager
  3. Have thorough knowledge & experience in food, beverage and labor cost control, menu creation, F&B marketing strategies, and banquet operation
  4. Solid leadership and training skills
  5. Fluent in English and Mandarin