Restaurant Assistant Manager

O-Sho Japanese Restaurant

Job ID
10292

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LOCATION	DATE POSTED	EXPIRY DATE
311 4 Street South, Lethbridge, AB| Alberta	29-07-2026	25-01-2027

TYPE OF JOB	SALARY	MIN. EXPERIENCE	MIN. EDUCATION
Full Time	CAD 35.00-38.00 per hour	2 years to less than 3 years	College/CEGEP

Job Details

We, O-Sho Japanese Restaurant, are looking for a dedicated Assistant Restaurant Manager (permanent / full time position) who can join our professional team!

Employer: 592365 Alberta Ltd o/a O-Sho Japanese Restaurant
Location: 311 4 Street South, Lethbridge, AB T1J 1Z9
Position: Restaurant Assistant Manager
Employment Type: Permanent, Full-time
Wage: $35.00–$38.00 per hour
Hours: 30–40 hours per week
Vacancies: 1
Expected Start Date: ASAP

Key Duties and Responsibilities:
• Assist with planning, organizing, directing and evaluating daily restaurant operations;
• Supervise and coordinate the activities of restaurant staff;
• Establish staff work schedules and assign duties to ensure adequate coverage;
• Assist with recruiting, training and providing guidance to restaurant employees;
• Monitor staff performance and ensure established operational procedures are followed;
• Ensure high standards of food quality, customer service and cleanliness;
• Address customer inquiries, concerns and complaints in a professional manner;
• Monitor inventory levels and assist with ordering food, beverages and restaurant supplies;
• Assist with controlling operating costs, inventory and waste;
• Ensure compliance with health, safety, sanitation and food-handling requirements;
• Assist management with sales records, operational reports and other administrative duties;
• Support the implementation of restaurant policies, procedures and service standards;
• Coordinate with kitchen and front-of-house staff to ensure efficient service; and
• Perform other related supervisory and operational duties as required.

Employment Requirements
• Completion of College/CEGEP or equivalent work experience in a related field.

• A minimum of 2 years of experience in the food service industry, with proven experience in a supervisory or managerial role within a restaurant or catering service setting
• Strong leadership, communication, and problem-solving skills
• Knowledge of food safety standards, labor regulations, and restaurant operations
• Ability to manage staff and operations independently during busy periods
• Experience with POS systems and daily reporting is an asset
• Ability to work flexible shifts, including evenings, weekends and holidays.

Work conditions and physical capabilities
• Fast-paced environment, Attention to detail, Work under pressure

How to Apply:
If you are interested in the position and would like to join and grow with us, please send us a Cover Letter and Resume by email to dcheung1628@yahoo.ca

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