Cafe Manager

Sky Park Cafe

Job ID
8737

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LOCATION	DATE POSTED	EXPIRY DATE
545 12 Ave E, Regina, SK S4N 7M5, Regina, SK| Saskatchewan	20-01-2026	15-01-2027

TYPE OF JOB	SALARY	MIN. EXPERIENCE	MIN. EDUCATION
Full Time	CAD 34	7 months to less than 1 year	College, CEGEP or other non-university or diploma from a program of 1 year to 2 years

Job Details

Applicants may send they resume to: skyparkcafe15@yahoo.com
Youth ages 15 to 30 are encourage to apply

Overview
Location: 545 12 Ave E, Regina, SK S4N 7M5
Work Setting: On site
Term or contract: Full time
Starts: As soon as possible
Vacancies: 1 vacancy
Languages: English
Education: College, CEGEP or other non-university certificate or diploma from a program of 3 months to less than 1 year
Experience: 7 months to less than 1 year
On site: Work must be completed at the physical location. There is no option to work remotely.
Supervision: 5-10 people

Experience and Specialization:
-Computer and technology knowledge, Electronic cash register, MS Excel, MS Outlook, MS PowerPoint, MS Windows, MS Word, Point of sale system

Work Conditions and Physical Capabilities:
-Fast-paced environment, Work under pressure, Repetitive tasks, Physically demanding, Attention to detail, Combination of sitting, standing, walking, Personal suitability, Client focus, Dependability, Excellent interpersonal skills, Excellent written communication, Flexibility, Reliability, Team player

Job Description

Tasks:

Develop budget to determine cost of food, ingredients, alcohol, kitchen and cleaning supplies

Evaluate daily operations

Modify food preparation methods and menu prices according to the restaurant budget

Monitor revenues to determine labour cost

Monitor sta! performance

Plan and organize daily operations

Set sta! work schedules

Determine type of services to be o!ered and implement operational procedures

Balance cash and complete balance sheets, cash reports and related forms

Conduct performance reviews

Cost products and services

Organize and maintain inventory

Ensure health and safety regulations are followed

Negotiate arrangements with suppliers for food and other supplies

Participate in marketing plans and implementation

Leading/instructing individuals

Address customers' complaints or concerns

Provide customer service

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