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| **Job Title:** Assistant Restaurant Manager |
| **Reports To:** Restaurant Manager |
| **Salary:** £27,000 per annum |
| **Start date:** As soon as possible |
| **About Novellino Brighton:**Approaching our first full year open operationally we are looking for an experienced Supervisor or Assistant manager to add to our team as the business grows.Our contemporary café and bistro restaurant serves a fusion of Middle Eastern and Eastern European cuisine that will add to the rich tapestry of dining options in Brighton and Hove as we offer the only Kosher Restaurant in the Sussex. We also run a small deli shop selling fresh, frozen & dry Kosher goods.We are delighted that Yanir Mrejen is to lead our catering team. An outstanding and imaginative chef, Yanir has worked in top international restaurants alongside world-renowned chefs, including Gordon Ramsey. Yanir recently helped launch [Novellino Bistro](https://www.novellinorestaurant.com/novellino-bistro) in London, and we are proud to be working closely with Novellino to benefit from their experience in creating superb kosher restaurants. |
| **About the Role:** We are looking for an enthusiastic & customer focused Assistant Manager to help run the day to day running of both the restaurant and the shop alongside the management team. You will be a brand ambassador, championing our business as we continue to grow, and play a key role in ensuring each team member feels valued and each customer leaves with a positive experience, You will be responsible in ensuring compliance with Health & Safety regulations, Alcohol & KLBD Licensing regulations.  |
| **Key Responsibilities:*** To set objectives and be responsible for the day to day running of the Restaurant.
* To assess employee performance, recognise potential and meet training needs as appropriate.
* To monitor the team and carry out appraisals, ensuring that information is filed appropriately, with development plans that are actively used.
* To hold team meetings on a regular basis to communicate targets, standards required and company and information.
* To work in conjunction with the Head Chef to achieve and maintain the food service and customer experience.
* To develop and evolve all FOH staff, ensuring regular adjustments and improvements are both recommended and implemented.
* Ability to work both fast and accurately
* Flexibility to take on various shifts

Customer Service:* To ensure that customers are given prompt and efficient service and expectations are consistently exceeded.
* To regularly monitor customer feedback and produce a suitable action plan based on the results.
* To be customer focused at all times, by being on floor at all service periods, approachable, and exceeding expectations in delivering customer needs.
* To ensure all food is presented and served in line with Novellino standards.
* To ensure that you deliver what you promise to the customer and team.

People Management:* To assess employee performance, recognise potential and meet training needs as appropriate.
* To ensure training is carried out in line with the company training policy to meet the needs and requirements of the individual and BNJC.
* To ensure that all employees are knowledgeable and motivated in their roles and the business through effective induction.
* To develop the team by empowering them, supporting them, encouraging them and maintaining an “open door” policy.
* To motivate and lead by example, ensuring you and your team have fun at work and are proud of your efforts.
* To treat your team at location as you would expect to be treated.
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| **Experience & Skills:**Essential:* Right to work in the UK
* Minimum Experience: 3 Years Hospitality
* At least 1 Year experience in Hospitality Management
* \*Experience within a Kosher environment preferred but not required
* Strong leadership skills
* Enthusiastic, motivational, someone who strives for excellence
* Flexible approach with a “can do” attitude
* Be highly organised and have great communication skills
* Strive for excellent customer service
* Be a supportive and thoughtful team player
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| **Benefits / Contract Terms*** Start date – 1 February 2024
* Salary - £27K
* Permanent Role
* 40 hour working week over 7 days.
* Pension
* Private Healthcare
* Access to onsite facilities including the gym
* 25 days holiday entitlement plus bank holidays
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