



<http://www.residencesallegro.com/en/careers/>

FOOD SERVICES MANAGER

Allegro is offering you the opportunity to help create a stimulating living environment for retirees.

Reporting to the General Manager, the Food Services Manager plans, organizes, orchestrates and monitors activities related to food services in order to provide residents with a balanced diet based on their needs and Canada's Food Guide, within established budgetary limits. Moreover, he mobilizes and manages his/her team comprised of the kitchen staff and service support.

More specifically:

- plans and establishes short- and medium-term objectives, activities and development projects related to food services, as well as human, financial and technical resources in order to respond to needs;
- prepares the annual budget, in conjunction with management, administers the allocated and strives to optimize the performance of the resources allocated to the department;
- plans menus over the short term, based on residents' needs and product availability, in order to ensure a varied and quality diet within established budgetary limits;
- oversees the management of inventory according to need, in order ensure a selection of fresh foods and minimize waste. Negotiates prices with suppliers, ensuring that the annual budget is respected;
- establishes standards in terms of quality, presentation and portion size and ensures that standards are followed in order to meet dietary needs and provide appetizing presentations;
- ensures work areas remain clean, sanitary and orderly, in compliance with established standards, in order to avoid accidents, food contamination and waste;
- oversees the management of equipment. Carries out minor repairs or delegates the task to qualified personnel in order to ensure that all equipment is in good working order;
- provides and shows reports required by management for follow-up and control purposes;
- determines training and professional development needs of departmental staff;
- sees to training needs of employees, work distribution, evaluates periodically their performance and manages conflict if necessary.

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Qualifications

The ideal candidate for this position will meet the following criteria:

- College diploma in food services or restaurant management, certificate in kitchen techniques or the equivalent
- At least 3 years of experience in a management position in food services
- Knowledge of Microsoft Office tools

Skills required

- Ability to lead and mobilize employees
- Client-oriented approach
- Innovation
- Organizational skills
- Keen Listening and communication skills
- Ability to work cooperatively within a team
- Commitment to excellence and quality
- Good sense of judgment and ability to implement solutions
- Tolerance to stress
- Bilingualism (according to region)

Working conditions

The position of Food Services Manager requires a good physical resistance as well as flexibility with work schedules. Also, you have to be able to:

- Work long hours standing up
- Accept changing work schedules including evenings and weekends