



CALGARY RUGBY UNION

Box 5888, Station "A", Calgary, Alberta T2H 1Y4

Office: 403-255-9199

Fields 9025 Shepard Rd SE

MEMBER
Canadian Rugby Union
Alberta Rugby Union
Sports Alberta

BAR MANAGER

Permanent: 30-40 hours a week May-Sept

Approximately 10-20 hours a week off season

*Hours vary throughout the year with the busiest time during the rugby season May-Sept

Start Date: April 2023

Do you still love bartending but want to me more than just another employee? We are searching for a new team member that is a committed, proactive and a versatile bar manager/bartender who would enjoy working in an exciting, fast-paced environment. The Calgary Rugby Union is home to rugby in Southern Alberta and during the season Saturday is a rugby day and our members LOVE their local craft beer! We host large rugby tournaments such as Stampede Sevens, Oktoberfest and we are a favorite location for international matches. When we don't have rugby, our facility hosts everything from Christmas parties, weddings, major corporate events and we're home to Highland Games.

DUTIES INCLUDE BUT ARE NOT LIMITED TO:

- Oversee daily operations of the bar including opening and closing.
- Promotions and marketing of the bar and execution of programs.
- Work with liquor and beer reps and other vendors to promote the bar
- Setup special events in correspondence with the Facility Manager
- Integrate POS system and debit system
- Ensure cash outs and floats balance and are done properly.
- Liquor and Beer orders
- Managing the business aspects of the bar, such as taking inventory and reordering supplies, managing budgets, and setting goals
- Hiring and training bar and concession staff to provide excellent service to patrons.
- Creating effective schedules to ensure that bar is well staffed during peak hours
- Setting and enforcing quality and safety controls
- Working with diverse personalities both on the staff and patrons
- Weekly meetings with other department managers to ensure the team is ready for the week ahead
- Maintaining a fun, safe atmosphere for patrons

REQUIREMENTS

- Must be a strong bartender with the ability to multitask- Nightclub or pub bartending would be an asset
 - Applicants should be energetic, responsible, and self-motivated
 - Current Pro Serve certificate
 - Reliable transportation and valid driver's license
 - Restaurant or management experience
 - Strong understanding of business management and accounting principles
 - Excellent computer, problem-solving, and customer service skills
 - Exceptional communication and interpersonal skills
 - Ability to diffuse tense situations and resolve conflicts
 - Willingness to work during peak hours, including nights, weekends, and holidays
 - Effectively delegate responsibilities and maximize resources
 - Able to collaborate and work with a team
 - Ability to walk, stand, and occasionally carry heavy items in a fast-paced, stressful environment.
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