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# Example of Food Service Manager Job Description

Our company is hiring for a food service manager. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don’t fill all of the qualifications, you may still be considered depending on your level of experience.

## Responsibilities for food service manager

* HACCP compliance and enforcing sanitation and safety guidelines
* Ensuring Sodexo Standards
* Oversees expenditures and monitors unit financials
* Oversight of all retail food service areas including branded concepts
* Compliance with HACCP and Food Safety
* Training all employees to provide flawless customer service
* Consistent multi-tasking, changing priorities quickly and approaching work in a very systematic way to ensure there are absolutely no barriers to providing our customers with stellar service
* Creates shift sheets
* Manages bar and event beverage consumption, by ensuring that every transaction is accounted for
* Assists the Food and Beverage Director with recruiting, selecting, hiring, orienting, training, assigning, scheduling, evaluating, supervising performance and carrying out disciplinary action

## Qualifications for food service manager

* HACCP and Food Safety certification
* Completion of Introduction to Supervision within six months of employment
* Perform tray assessments, training, stocking/inventory of the floors
* Campus/university food service management experience or other high volume environments
* Has a work history demonstrating strong leadership skills, previous management experience and the ability to work collaboratively
* Manage the daily food production including retail management and patient services