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# Example of Outlet Manager Job Description

Our company is searching for experienced candidates for the position of outlet manager. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for outlet manager

* To understand and implement all Westin programmes as applicable to Restaurants
* Coaching sales team to ensure a high level of sales and job proficiency
* Partner with the Core General Manager on hiring, performance management and employment decisions
* Meet or exceed goals related to sales, profitability, and operational excellence across multiple units
* Collaborate with cross-functional partners and leadership to assess and grow the business
* Review and interpret financial and/or operational reports regularly
* Build the kate spade new york brand through exceptional sales and service
* Plan, organize, direct and control the work of employees in the F&B Outlet while ensuring exceptional service and attention to guests
* Select, train, evaluate, lead, motivate, coach, and discipline employees and managers in the hotel’s restaurants and lounges to ensure that established cultural and core standards are met
* The ability to be visible in the operation, recognize and maintain relationships with regular guests cultivate relationships with new patrons

## Qualifications for outlet manager

* Currently an Assistant Manager in a fast paced restaurant experience in a five star hotel
* Excellent verbal and written communication skills, advanced interpersonal skills to coach and motivate
* Previous experience in restaurant sales and marketing required
* 3 + years of previous retail management experience
* Human Resources experience is a plus
* Preferably 5-7 years retail planning & analysis experience