



THE FULLERTON HOTEL  
SINGAPORE



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### **Assistant Restaurant Manager / Restaurant Manager**

- Fully responsible and accountable for the outlets operating budget including revenues, labour costs and profitability.
- Constantly find ways to further increase revenues without sacrificing pre-determined standards.
- Ensure effective communication between Manager and staff.
- Preparation of F & B profit, budget and marketing plan.
- Assist and make recommendation to management for promotional activities and creative ideas.
- Evaluate, develop and implement training program and conducting training sessions for staff.
- Ensuring the highest quality product served.
- Holds daily briefing with staff in each shift and review occupancy forecast, reservations, special attention, complaints, problematic issues and others as deem appropriate.
- Constantly monitors that guests are being attended and served according to standard set and attend to guests as needed.
- Anticipate guests' complaints and take prompt corrective action.
- Be aware of clientele mix, seasonal periods and festivities and make recommendation to management for competitive analysis and budgeting purposes.
- Coordinate with Chef and beverage department for any special promotion and ensure staff is aware of it to ensure that up selling is exercised.
- To maintain a strong and efficient team while creating loyal and trustworthy staff.

### **Requirements :**

- Candidate who possess at least a Nitec/ Higher Nitec / Diploma in Food & Beverage Services Management/ Hotel Management or equivalent has an added advantage.
- At least 5 years of working experience in the related field is required for this position.
- Able to lead and motivate the team.
- Able to solve practical problems and deal with a variety of variables in situations where only limited standardization exists.
- Good interpersonal skills.
- Possess Food Hygiene Certificate

To apply for the above positions, please send your full resume to [careers@fullertonhotel.com](mailto:careers@fullertonhotel.com).