

**GOODWOOD**

**The Role**

The **Kennels Assistant Bar Manager** will be part of the Kennels Bar team and will report into the Kennels Bar Manager.

**About us**

At Goodwood, we celebrate our 300 year history as a quintessentially English Estate, in modern and authentic ways delivering extraordinary and engaging experiences. Our setting, 12,000 acres of West Sussex countryside and our story both play significant roles in Goodwood’s success. What really sets us apart is our people. It is their passion, enthusiasm and belief in the many things we do that makes us the unique, luxury brand we are.

**Passionate People**

It takes a certain sort of person to flourish in such a fast-paced, multi-dimensional environment like Goodwood.  We look for talented, self-motivated and enthusiastic individuals who will be able to share our passion for providing the “**world’s leading luxury experience.**”

**Our Values**

**The Real Thing Derring Do Obsession for Perfection Sheer Love of Life**

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| We employ meticulous attention to detail to create experiences, as they should be. We are honest and open. | We don't mind breaking the rules to create the best possible experiences. We will take tough decisions | It’s a team thing – everybody mucks in to make things happen. We're madly passionate about what we do | We want to make everyone feel special by loving what we do. |

**Purpose of the role**

To assist with the management of the Kennels Bar and the team, creating a vibrant atmosphere through seamless service and attention to detail, bringing energy, creativity and innovative thinking to the running and development of the Bar department.

**Key responsibilities**

* To assist the Bar Manager with stock control by
  + Helping to maintain low wastage levels through good stock management and rotation, and accurate training, recording and monitoring.
  + Helping to coordinate and control all aspects of stock deliveries and keep accurate and current records.
  + Regularly liaise with the stock taker to ensure the monthly accounts are accurate and the receipt and administration of all deliveries is up to date.
  + Assist with the management of the cellar and stock storage areas, ensuring they are secure, clean and tidy at all times.
* To run bar shifts, assisting and guiding staff to deal with issues and complaints and ensuring members and guest experiences exceed expectations.
* To support with the analysis of daily/weekly/monthly beverage sales identifying opportunities for increasing profitability and maximising revenue
* To manage the till operation and cash up process
* To plan rotas that will ensure high service levels are maintained whilst controlling costs
* Conduct briefings and training to ensure that staff have strong product knowledge and are able to upsell and deliver service to the highest possible standards
* To undertake any other duties as requested by the Kennels Bar Manager.

**Qualities you will possess**

* Passion for what you do
* Positive and friendly with a “can do attitude”
* Attention to detail
* Ability to prioritise and organise
* Proactive
* Take responsibility for yourself
* Confident to make decisions and to stand by them
* Good negotiation and influencing skills
* Excellent communicator
* A sense of fun!

**What do you need to be successful?**

* Knowledge of bar products including spirits, wines, beers, ales and cocktails
* Previous experience of working within a food and beverage environment
* An understanding of cellar management, stock control and rotation, and an understanding of managing wastage effectively
* A passion for working in the hospitality industry

Each role is assigned a level against our expected behaviour. Your role levels are set out below.