



Dat Jerk Assistant Manager

Dat Jerk Caribbean Chargrill is always looking for enthusiastic personalities to join our team and leaders with proven track records to guide our crew. Our Assistant Managers are responsible for creating a superior customer experience by ensuring safe and quality food is prepared and served; and that the restaurant team members are well trained. The Assistant Manager maintains a clean, organized line with properly functioning line equipment. This requires our Assistant Managers to oversee overall operations during their shift including evaluating what tasks need to be completed, and assist others in completing those tasks.

Job Description:

- Make sure the food is prepped, prepared and served consistently every day.
- Identify and resolve quality food issues
- Supervise team members and safety processes and procedures in food safety which includes, but is not limited to the following:
 - Proper and consistent hand washing
 - Glove changes
 - Monitoring and recording time and temperature logs on the line as well as in the WIC and fridge/freezer areas
 - Monitoring secondary shelf lives
 - Enforcing the daily food safety checklist and food safety policies and procedures
- Resolve any customer incidents to work towards ensuring positive customer experiences
- Record and manage any incidents and employee activities that occur on their respective forms
- Manage crew breaks, shift changes, shift meetings, and schedules
- Develop and cross train all front and back of the house team members
- Assist with team member performance reviews and the resolution of performance issues
- Consistently train and develop team members
- Assist with office administration duties such as; banking, cash handling policies and responsibilities
- Complete opening, shift change and closing paperwork
- Oversee office equipment to make sure office supplies are in stock and report when ordering is necessary
- Ensure proper quantities of front of the house and back of the house supplies are available as needed
- Troubleshoot back of the house computers and POS system
- Ensure the line is always in clean and sanitized condition
- Ensure the reach-in and WIC coolers are organized and clean
- Manage daily and weekly cleaning of the line, dining room, restrooms, and patio.
- Implement the execution of internal marketing promotions, keep tracking logs and reports to measure activity from promotion
- Actively participate in external marketing promotions, such as providing samples to local businesses

The ideal candidate will have:

- Prior restaurant operations and management experience



- Exhibit good interpersonal and customer service skills
- Have knowledge of cash handling policies and procedures
- Have knowledge of cost of sales controls
- Have knowledge of creating workable schedules that help to maintain a good balance of sales per man hours
- Knowledge and experience of Food Safety and health Department Matters
- Obtain and MD Food Handlers Certification
- Have managed office paperwork including daily and weekly sales reports
- Able to work in a fast paced environment and maintain energy and enthusiasm and deliver this energy to your team members
- Strong attention to detail; with the ability to train, cultivate and motivate your team members
- The ability to understand and resonate with Dat Jerk's philosophy and mission statement
- The ability to fulfill any and all working positions at Dat Jerk

DAT JERK CARIBBEAN CHARGRILL IS AN EQUAL OPPORTUNITY EMPLOYER.