



# Food services manager

Posted by BOOSTER JUICE

**Posting Date : 18-Mar-2025**

**Closing Date : 13-Mar-2026**

**Location : Calgary**

**Salary : \$36.50 Per Hour**

## Job Requirements

- **Education:** College, CEGEP or other non-university certificate or diploma from a program of 1 year to 2 years or equivalent experience
- **Language:** English
- **Years of Experience:** 2 years
- **Vacancy:** 1
- **Job Type:** Full Time
- **Job id:** ABOJ3053177

## Job Description:

# Food services manager

## Job details

409 East Hills Blvd SE Unit #627, Calgary, Alberta, T2A 4X7

On site

36.50 hourly / 35 hours per Week

Permanent employment, Full time

Timing - Early Morning, Evening, Morning, Weekend

Starts as soon as possible

1 vacancy

## Overview

### Languages

English

### Education

College, CEGEP or other non-university certificate or diploma from a program of 1 year to 2 years or equivalent experience

### Experience

1 year to less than 2 years

### On site

Work must be completed at the physical location. There is no option to work remotely.

## Responsibilities

### Tasks

Analyze budget to boost and maintain the restaurant's profits

Develop budget to determine cost of food, ingredients, alcohol, kitchen and cleaning supplies

Evaluate daily operations

Monitor revenues to determine labour cost

Monitor staff performance

Plan and organize daily operations

Set staff work schedules  
Supervise staff  
Train staff  
Balance cash and complete balance sheets, cash reports and related forms  
Conduct performance reviews  
Organize and maintain inventory  
Ensure health and safety regulations are followed  
Participate in marketing plans and implementation  
Address customers' complaints or concerns  
Provide customer service

## **Supervision**

5-10 people

## **Experience and specialization**

### **Computer and technology knowledge**

Accounting software  
Electronic cash register  
MS Excel  
MS Office  
MS Outlook  
MS Word  
Point of sale system  
Spreadsheet

## **Additional information**

### **Transportation/travel information**

Valid driver's licence

### **Work conditions and physical capabilities**

Fast-paced environment  
Work under pressure  
Tight deadlines  
Attention to detail

### **Personal suitability**

Efficient interpersonal skills  
Excellent oral communication  
Excellent written communication

Flexibility  
Team player  
Ability to multitask

## How to apply

### Direct Apply

By Direct Apply

### By email

[patelankit833@gmail.com](mailto:patelankit833@gmail.com)

To apply for this job vacancy, please send your resume along with a cover letter and a reference letter from your previous employer to the following email: [patelankit833@gmail.com](mailto:patelankit833@gmail.com)

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