



JOB DESCRIPTION

Shift Manager

1. Job Position	Shift Manager
2. Category	Staff
3. Responsible To	Restaurant Manager
4. Location	Mumbai
5. Salary	2,40,000- 2,64,000 LPA
6. Job Definition	To ensure the service of food and beverage to the guest with appropriate courtesies and efficiency
7. Duties and Responsibilities	<ol style="list-style-type: none">1. Manage daily schedules, employee shifts, and time-off requests2. Assign duties to employees and oversee their progress3. Handle customer and employee complaints4. Ensure that daily sales/production goals are met5. Provide guidance and feedback to employees when needed6. Ensure recipes are followed properly7. Prepare COGS report8. Control on wastage and packaging
8. Requirements and skills	<ol style="list-style-type: none">1. Previous experience as a Shift Supervisor or similar role2. Full understanding of industry safety standards3. Comprehensive knowledge of basic software, such as Word and Excel4. The ability to meet the physical demands of the job, such as standing up for long hours and lifting heavy loads occasionally5. Working well within a team

In addition to the above-mentioned duties and job functions, any other assignment is given on an occasional basis or daily basis by the immediate superior or the management.

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Interested candidates can forward their resume at jobs@goodflippin.com

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