

**Position Announcement: Director of Food and Beverage
Jackson Convention Complex, Jackson, MS**

Savor....

Catering by SMG

POSITION: Director of Food and Beverage

REPORTS TO: Regional Vice President

FLSA STATUS: Salaried Exempt

Savor...Catering by SMG has an excellent and immediate opening for the following position at the **Jackson Convention Complex in Jackson, Mississippi**. The Director of Food and Beverage position will be offered to a skilled manager whose experience includes:

MAJOR RESPONSIBILITIES: (include but not limited to)

- Daily management of the Food & Beverage Department.
- Forecasting and budgets.
- Recruiting, interviewing and hiring.
- Assisting with corporate Human Resources functions. Training and informing employee of corporate policies and procedures.
- Maintaining cost controls.
- Coordinate staffing of personnel.
- Oversee preparation of catered and concession functions.
- Menu selections.
- Food ordering and preparation.
- Customer billing and collections.
- Quality assurance, customer service and training of all employees.
- Uphold Savor... Food and Beverage policies.
- Event set-up.
- Daily oversight of all accounting procedures.
- Vault management.
- Closing procedures.
- Requires flexible hours that will vary due to function needs.

QUALIFICATIONS:

Ideal candidate will have exceptional communication skills. Bachelor's degree or equivalent of 5-10 years of Food and Beverage Management and Operational experience and must have supervisory, coaching and staff development skills.

This position offers a competitive salary and benefit package. Relocation may be required. EOE M/F/D/V

TO APPLY:

This position offers a competitive salary and benefit package. Resumes must include salary requirements for consideration and may be sent to:

Nick Tierno
Savor..Regional Vice President
FAX: (305) 673-7435
EMAIL: ntierno@smgworld.com
No Phone Calls

Savor...is an Equal Opportunity Employer

Date Opened: July 31, 2008

Closing Date: Until Filled