



Position: **Bar Manager**
Full-time, Seasonal
On Location, 383 Keltic In Road, Ingonish NS
\$50,000/annum

Who We Are: Keltic Lodge is a historic resort located in the heart of Cape Breton Highlands National Park overlooking the Atlantic Ocean. Just 2 hours from Sydney, NS, and a 5-hour drive from Halifax, the resort has been welcoming guests to Cape Breton, Nova Scotia since July 1940.

Who You Are: You are passionate, knowledgeable and articulate about spirits, including; wine, beer, liquor and cocktails. You are motivated by and passionate about providing the ultimate guest experience. You are a positive, resourceful, goal-oriented individual with a desire for personal and professional development within the hospitality industry. You take Initiative and have a willingness to learn and grow.

The Bar Manager is an integral part of our operation and is responsible for ensuring a cohesive bar team, while providing guests with memorable experiences only Keltic Lodge can provide. They will oversee the successful running of bar service, creating and maintaining bar standards while driving sales through creative and innovative promotions and building relationships with suppliers and vendors. The Bar Manager will be motivated to drive to grow the business of our bar and lounge guest experience.

Essential Duties:

- Manage bar operations, including monitoring and management of inventory and budget
- Manage liquor and wine inventory and develop cocktail and spirit menus
- Handling day-to-day dynamics and functions of the bar areas and bar staff, as required
- Creating and enforcing departmental and company policy and procedure
- Creating and managing bar service training programs
- Responsibility for creating and/or oversight of all bar team weekly and event shift schedules
- Be aware of upcoming groups and major conventions through the year
- Collaborating with the F&B Manager, Conference Services Manager, Executive Chef, Banquet Manager and Outlets Supervisors to ensure optimal service standards and quality
- Collaborating with HR to manage bar staff recruitment and retention, as well as team performance, coaching and conflict resolution
- Responsible for care and upkeep of all bar spaces and equipment, including; regular repair lists, special cleaning projects, and equipment replacement
- Ensuring optimal bar team engagement and fulfillment
- Set and achieve financial milestones as established in conjunction with the General Manager
- Responsible for group and individual guest satisfaction
- Perform other related duties as required

Qualifications:

- Minimum 5 years' experience in a high volume, fast paced hospitality environment

- Post-secondary diploma/degree in Business or Hospitality an asset
- Prior supervisory experience in a resort or hotel setting
- Experience working in both a fine dining and casual restaurant bar environment is preferred
- Extensive beverage knowledge including traditional cocktails and new, on-trend beverages
- Experience with new restaurant or bar openings and bar set-up is preferred
- Must possess superior verbal and written communication skills
- Ability to demonstrate extreme organization in a fast-paced environment
- Proficiency in all Microsoft Office applications including Word, Excel, PowerPoint and Outlook
- Strong business acumen

Keltic Lodge at the Highlands is owned and operated by GolfNorth Properties Inc., located at 400 Golf Course Road, Conestoga, Ontario.

For more information about our company and golf courses, visit golfnorth.ca. Keltic Lodge at the Highlands is an equal opportunity employer that is committed to diversity and inclusion in the workplace. We encourage all qualified individuals to apply, including individuals from under-represented groups: Indigenous persons, vulnerable youth, newcomers, and persons with disabilities.

Apply: Please send your cover letter and resume to support@hrocore.com. Please include “Bar Manager” in the subject line.