# Restaurant manager job description template

Now that you know what to look for in a restaurant manager, it’s time to get hiring! Use our restaurant manager job description template for ideas on crafting your own job posting, or copy and paste this one to use. Just remember to customize it for your unique business needs.

## Great Eats is looking for a dynamic, diligent restaurant manager to make our eatery a neighborhood institution.

Come work for our warm and bustling restaurant in the heart of the city. Great Eats is looking for an experienced restaurant manager to help us handle the downtown breakfast and lunch crowd with ease.

As the Restaurant Manager, you’ll be hands-on in charge of day-to-day operations to provide guests with a dining experience to remember. You’ll recruit, hire, and train a team of servers and kitchen staff to provide high quality, clean, and quick service.

We’re looking for a self-starting, high-energy leader who thrives on providing quality customer service. Paired with inventory management support, your role in personnel management will be crucial in achieving the success of our business, increasing efficiency, and improving customer satisfaction.

**What you’ll do: Responsibilities and duties**

* Embody company culture and values, acting as a role model for all team members.
* Recruit, hire, and train servers, kitchen staff, and other restaurant staff by preparing them to offer guests a positive experience..
* Direct the daily activities of assistant managers and restaurant staff in alignment with the restaurant goals.
* Take regular inventory, order products, and collaborate with fulfillment partners to ensure a smoothly stocked restaurant.
* Ensure operational efficiency by actively managing tasks related to payroll and paperwork.
* Develop and maintain restaurant guidelines that make the customer experience memorable and fulfilling.
* Develop business strategies to meet build profitability and market locally.
* Address guest concerns and win them back.

**Required Skills**

* 2 years of experience as a manager in a restaurant environment.
* Advanced understanding of quick-service restaurant operations.
* Ability to interact socially with customers, employees, and business partners both inside and outside of the restaurant environment.
* Ability to manage a team, including working with individuals to set actionable goals for professional growth.
* Great interpersonal skills, a positive attitude, and the ability to thrive in a fast-paced environment.
* Familiar with Excel, Outlook, and inventory and POS systems.
* Must be available to work flexible hours, early mornings, weekends, and holidays.
* Self-motivated, a good communicator with a natural ability to bring out the best in others.
* The ability to multitask, set priorities, and work well under pressure.

**Who we are: What to expect.**

* Our family restaurant values quality over quantity. We aim to give customers a breakfast of champions or a lunch to remember, so they return over and over.
* We source our ingredients locally. Our community matters to us, and that means fresh, locally-grown food.
* We strive to form part of the core social life of our neighborhood. We want our customers to come to connect—with the food and with each other.
* Our team meetings are structured to solve problems collectively. We also regularly host trainings and socials for our close-knit team.
* We offer health benefits and flexible schedules—because we all deserve time to enjoy the better things in life.

**How to apply, and what happens next.**

*Let potential applicants know how to apply, including materials and any additional certifications you’re looking for.*