## Restaurant General Manager Responsibilities:

Delivers revenues and profits by developing, marketing, financing, and providing appealing restaurant service; managing staff.

## Restaurant General Manager Job Duties:

- Establishes restaurant business plan by surveying restaurant demand; conferring with people in the community; identifying and evaluating competitors; preparing financial, marketing, and sales projections, analyses, and estimates.
- Attracts customers by developing and implementing marketing, advertising, public and community relations programs; evaluating program results; identifying and tracking changing demands.
- Maintains operations by implementing policies and standard operating procedures; implementing production, productivity, quality, and customer service standards; determining and implementing system improvements.
- Maintains customer satisfaction by monitoring, evaluating, and auditing food, beverage, and service offerings; initiating improvements; building relationships with preferred patrons.
- Accomplishes restaurant objectives by recruiting, selecting, orienting, training, assigning, scheduling, coaching, counseling, and disciplining management staff; communicating job expectations; planning, monitoring, appraising, and reviewing job contributions; planning and reviewing compensation actions; enforcing policies and procedures.
- Knowledge of budgets, inventory’s and cost controls for FOH and BOH
- Maintains safe, secure, and healthy facility environment by establishing, following, and enforcing sanitation standards and procedures; complying with health and legal regulations; maintaining security systems.
- Maintains professional and technical knowledge by tracking emerging trends in the restaurant industry; attending educational workshops; reviewing professional publications; establishing personal networks; benchmarking state-of-the-art practices; participating in professional societies.
- Accomplishes company goals by accepting ownership for accomplishing new and different requests; exploring opportunities to add value to job accomplishments.

## Restaurant General Manager Skills and Qualifications:

Must have fine dining experience ,Cost Accounting, Developing Budgets, Financial Planning and Strategy, Decision Making, Process Improvement, Strategic Planning, Verbal Communication, Customer Focus, Management Proficiency, Managing Profitability, Quality Focus, Attention to details