**Assistant Bar Manager Job Description**

Artisan Café and Wine Bar are seeking to expand their operations with new outlets as we build on the excellent reputation we have established since opening our first branch in Darwen , Lancashire in November 2017 .

We are searching for a committed, proactive Assistant Bar Manager who would enjoy work in an exciting, fast-paced environment. The Bar Manager will promote and grow the business, hire and train waitstaff, and ensure that patrons are receiving excellent drinks, food, and service. You will also manage inventory and resources, plan promotional events, ensure that quality and safety controls are followed, , create schedules, and set business objectives to increase profits and maximize customer satisfaction. You should also be able to work with diverse personalities and diffuse tense situations.

In order to succeed as a Bar Manager, you should be observant and have the ability to think critically and efficiently. You should be a skilled communicator with excellent problem solving, observation, and interpersonal skills.

**Assistant Bar Manager Responsibilities:**

* Manage the business aspects of the bar, such as keeping serving customers with their food and drink requirements , taking inventory and reordering supplies,
* Lead by example by illustrating to junior staff work ethic and leadership qualities
* Training staff to provide excellent service to patrons.
* Taking reservations and table planning
* Creating effective schedules and quickly resolving conflicts to ensure that bar and front of house is well staffed during peak hours.
* Setting and enforcing quality and safety controls.
* Managing cellar operations and rotating stock
* Working with diverse personalities both on the staff and patrons.
* Planning and taking part in promotional events.
* Diffusing tense situations between patrons or staff members to prevent possible safety or legal issues, ejecting unruly persons, if needed.
* Maintaining a fun, safe atmosphere for patrons.

**Assistant Bar Manager Requirements:**

* Exceptional communication and interpersonal skills.
* Ability to diffuse tense situations and resolve conflicts.
* Willingness to work during peak hours, including nights, weekends, and holidays.
* Effectively delegate responsibilities and maximize resources.
* Decisiveness.
* Ability to walk, stand, and occasionally carry heavy items in a fast-paced, stressful environment.