

FADI'S MEDITERRANEAN GRILL is seeking an experienced ASSISTANT GENERAL MANAGER to join the team for our newest location in SUGAR LAND.

**JOB DESCRIPTION:** Assistant General Manager

**POSITION SUMMARY:**

Responsible for assisting the General Manager in managing all areas of restaurant operations including supervision and development of all restaurant staff, optimization of sales and profits, and ensuring the highest level of customer satisfaction while maintaining the company's standards of quality, service and cleanliness.

**JOB RESPONSIBILITIES:**

- \* Reports to General Manager and assists the General Manager with the job responsibilities below.
- \* Create a positive working environment for and maintain a favorable working relationship with all company employees.
- \* Manage all restaurant and catering operations during scheduled shifts.
- \* Oversee kitchen operations, and monitor food costs and preparation.
- \* Develop and maintain great customer relations.
- \* Prepare manpower schedules and ensure that the restaurant is properly staffed for all shifts.
- \* Train, develop and support staff on an ongoing basis through orientations, feedback, establishment of performance expectations, and regular performance reviews.
- \* Ensure staff compliance with personal hygiene, food safety and sanitation standards.
- \* Identify opportunities to build sales and control costs.
- \* Make decisions with company management to address opportunities and solve problems.
- \* Perform staff safety training and regular maintenance of equipment to reduce risk of injury and accidents.
- \* Ensure proper security procedures are in place to protect staff, guests and company assets.
- \* Perform administrative duties including periodic inventory reporting, food ordering & receiving, payroll, and end-of-shift activity reports.

**REQUIREMENTS:**

- \* High School Diploma (4-year college degree or culinary degree preferred but not required).
- \* Minimum of two (2) years experience working in management of a full-service restaurant.
- \* Ability to supervise 20-30 staff members per shift.
- \* Ability, when manager on duty, to oversee high-volume restaurant operation.
- \* Must be capable of performing all functions and meeting qualification standards for all hourly positions.

FADI'S MEDITERRANEAN GRILL offers fresh, delicious, award-winning Mediterranean dishes served cafeteria-style in a casual dining setting. We are dedicated to hiring only the best, most highly motivated and passionate team members. We are a company that embraces diversity and creates an environment of inclusion through respect, fairness, and understanding.

FADI'S MEDITERRANEAN GRILL is an Equal Opportunity Employer

PLEASE REPLY TO [jobs@fadiscuisine.com](mailto:jobs@fadiscuisine.com) WITH RESUME. NO CALLS PLEASE.

COMPENSATION: Salary (DOE) and 50% dining plan