



# CAREER OPPORTUNITY

Position: **Supervisor, Sales & Catering**

Date: **March 13, 2019**

Hastings Racecourse and Casino has been capturing the imagination of Vancouverites and visitors alike since 1889. Each April through October, we are Vancouver's exclusive source for live thoroughbred horseracing. We offer over 500 of the newest slot machines on our Casino Floor - complete with a spectacular entertainment lounge - as well as food and

beverage options ranging from casual to fine dining. Get your career racing with Hastings Racecourse and Casino today and find out why we're "Bred for Excitement" since 1889.

Hastings Racecourse & Casino is currently seeking qualified individual for the seasonal position of Supervisor, Sales & Catering.

**Position Summary:** Under the general supervision of the Manager, Sales & Catering & Manager, Food & Beverage, this position is responsible for all guest and team member activities related to the operation of Food and Beverage with particular focus on group events. The qualified candidate will have proven people management experience, excellent computer skills in Word, Excel, Micros, exceptional organizational abilities, and must be in good physical condition. This position requires constant walking, standing, bending and lifting. Candidates must be willing to work primarily evening and late night shifts, must work well under pressure and as part of a professional team from April to October.

Successful candidates will demonstrate the following qualifications:

- Liaises and communicates effectively with all appropriate operational departments.
- Develops and cultivates strong working relationships with all stakeholders (management, team members and guests/clients).
- Provide support to the Manager, Sales & Catering in regards to group events, and major events over the Live Racing season
- Responsible for group setups and execution of banquet event orders
- Responsible for assigning work stations, conducting pre-shifts and actively supervises team members on a shift-to-shift basis.
- Maintain a strong client relationship and ensure that all specifications are met. Troubleshooting and/or escalating issues as required.
- Complete all daily administrative tasks (e.g. POS transactions, client billing)
- Report all maintenance, repair or housekeeping concerns to the appropriate department immediately.
- Monitor outlet operations on a shift basis and report issues to F&B management.
- Assist with month end inventories.
- Full knowledge of opening and closing procedures.
- Provide timely feedback and communicate all performance related issues regarding team members to Management team.
- Adheres to all cash handling procedures.
- Other related duties as required and assigned by management.

**Apply Online:** [www.hastingsracecourse.com/careers](http://www.hastingsracecourse.com/careers)

**Hastings HR Fax:** 604.216.5211

**Email:** [jobs@hastingsracecourse.com](mailto:jobs@hastingsracecourse.com)

Pay Rate: \$18.00 per hour

