

Sommelier Supervisor

Williamsville, NY

Description

Job Title: Sommelier Supervisor (Front of House)

Location: Williamsville, NY

Department: Food & Beverage

Pay Range: \$24-30/hr

Employment Status: Full-time

JOB SUMMARY

The Sommelier Supervisor works closely with the entire Food and Beverage Department; including the Food & Beverage Director, Catering Director, Banquet Manager, Chef, and Executive Sous Chef. The Sommelier Supervisor will oversee the club's wine program, as well as assist our Bar Manager, a la carte dining operation and certain Club Functions. The Sommelier Supervisor will oversee a team of forty staff members when in season. They are responsible for the recruitment and hiring F&B team members, as well as training. The Sommelier Supervisor plays an important role in the ongoing training of the team. They will be responsible for communicating and holding staff accountable to all CCB standards, and must have a passion for building strong professional relationships with members.

Requirements

SOMMELIER SUPERVISOR ESSENTIAL DUTIES AND RESPONSIBILITIES

- Wine expertise and a passion for training others.
- Oversees wine inventory and purchasing of wine for a la carte, events and banquets.
- Act as Manager on Duty. Responsible for upholding the mission, policies, and culture of Country Club of Buffalo.

- Ensures service execution exceeds member expectations in the Dining Room and for Club Functions including timeliness, quality, cleanliness and communication.
- Responsible for closing duties and making sure club is set for next day A La Carte dining and club functions taking place.
- Speak to tables throughout the shift to ensure they are satisfied with food and service.
- Holds pre shift meetings with service staff to ensure smooth, efficient service; assigns server assignments and coordinates the accurate timing of service with culinary team.
- Maintains a neat, professional appearance in accordance with the dress code established by the Club.
- Ensures staff are well groomed and in proper uniform at all times.
- Responsible for initial and continual staff training.
- Responsible for safety information and trainings as it relates to the food and beverage team. Maintaining proper safety standards, adherence to safety policies, and applicable Health Department regulations.
- Develops and maintains awareness of standards regarding a la carte policies and procedures.
- Actively participates in weekly food and beverage, catering, and operational meetings (when applicable)
- Assures the state and local laws and the Club's policies and procedures for the service and consumption of alcoholic beverages are consistently followed.
- Completion of projects and tasks as assigned by the F&B Director.
- Any other related job tasks as assigned by the F&B Director.

BENEFITS

- 401(k) with company match
- Medical, dental & vision insurance
- Vacation, sick and personal time
- Ongoing education allowance

- Employee meals
- Employee golf

Team culture is foundational to the service provided to our memberships, and we expect CCB employees to take great PRIDE in their role at the Club.

Country Club of Buffalo team members are;

- Polished professionals;
- Respectful of the coworkers, members, the Club and its traditions;
- Inspired to consistently pursue the betterment of the Club and themselves;
- Dedicated to their responsibilities and accountable to their peers; and
- Engaged in our community.

The Country Club of Buffalo is the premier country club in Western New York. The Club is rich in tradition and heritage, with many legacy families enjoying membership for generations. The Membership has strong respect and admiration for our employees and considers them like family. The Club enjoys a strong history of employment stability; many employees and managers have multiple decades of tenure at the Country Club. The Country Club of Buffalo features a challenging Donald Ross designed golf course, which is consistently ranked and recognized nationally. The Club's amenities include golf, tennis, swimming, trap, skeet, five-stand, and brushwalk sport shooting, six overnight guest rooms, and paddle tennis. The Duane Lyman designed Clubhouse encompasses 55,000 square feet featuring stately living rooms, three dining rooms, and various private party rooms.

Equal Opportunity Employer Statement:

We are an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, or protected veteran status.