

General Manager- Olympia Country & Golf Club, Olympia WA.

Responsibilities:

The General Manager Position at Olympia Country & Golf Club responsibilities include (but are not limited to) implementing and monitoring the budget, hiring, training and supervising all key staff members, monitoring the quality of the property's products and services, ensuring maximum guest satisfaction and securing the property's assets, including facilities and equipment. Actively marketing the property and growing the Membership

Skills:

- Develops, maintains and administers a sound business and organizational plan for the property which includes an operating budget and marketing plans
- Oversee and manage a food and beverage operation
- Hires, develops and supervises all key employees of the property
- Consistently assures that the property is operated in accordance with all applicable local, state and federal laws
- Oversees the care and maintenance of the property's physical assets and facilities
- Assists in the creation and coordination of the property's marketing strategy
- Works with the appropriate department managers to create and conduct programs to attract New Member's to the facility
- Ensures the highest standards for food, beverage
- Analyzes financial statements (income and expenses) relative to budgeted goals and takes corrective measures as necessary. Prepare monthly financial reports for the client.
- Works with department heads (Superintendent, Golf Professional & Food & Beverage Manager) to schedule, supervise and direct the work of all property employees
- Participates and serves on the Executive Committee & Board of Governors

Qualifications:

Bachelor's degree

Must have 3-5 years related experience in club management

Must have strong experience in Food & Beverage Operations

Demonstrated ability to run a professional, efficient, high quality, service-oriented operation

Must possess excellent written and verbal communication skills

Must be highly organized, efficient and detail oriented

Must have excellent interpersonal skills

Must have supervisory, coaching and staff development experience

Must have a strong business aptitude and passion for the hospitality business

Salary:

Salary is open and commensurate with qualifications and experience. Health Insurance. Dues. Membership privileges.

