

## Beverage Supervisor

At Sodexo Live!, we take pride in crafting exceptional events at the most prestigious venues on the planet and creating lasting memories for fans, visitors, guests and team members. Working with Sodexo Live! is more than a job; it's a chance to be part of something greater. Here, you'll build a career where 'everyday' is anything but normal.

Our experiences are unique, and so are our people. Bring your personality, your background and your desire to delight others. In return, we'll give you all you need to thrive. After giving it all, you'll return home knowing that you've played your part in creating a truly unforgettable moment.

- 2022 Forbes Best Employer for Diversity
- 2022 Front Office Sports Best Employers in Sports
- 2022 Disability Equality Index (DEI) Perfect Score

**Location:** We are seeking a **Beverage Supervisor** for Keystone Centre operation in **Brandon MB**.

The **Keystone Centre** is a multi-purpose facility located in Brandon, Manitoba. Its main 5,102-seat arena which is known as **Westoba Place** is the home of the **Brandon Wheat Kings** of the **Western Hockey League** and the **annual Royal Manitoba Winter Fair**.

### Principal Function:

Ideal candidate must be highly driven and maintain a positive attitude while working in a fast-paced environment. The **Beverage Supervisor** is responsible for the general oversight of all events, including the set-up, service, and breakdown.

The **Beverage Supervisor's** top priority will be to ensure a successful event that upholds **Keystone Centre**, and keep standards while adhering to company policies and procedures.

**Schedule:** The position requires flexible availability to work non-standard hours including mornings, evenings, holidays, and weekends. Schedule may start as early as 6:00 a.m. and work as late as 4:00 a.m.

### Position Responsibilities and Specifications:

Work closely with restaurant & events managers on all event-specific operations

Communicate clearly with the kitchen and different department teams to ensure prompt and punctual service

Ensure all necessary items and equipment are prepared and transported for each event and all items are cleaned, returned, and properly stored at the conclusion of the event

Set up, service, and break down of all items for events including tables, chairs, linens, catering equipment, food and beverage, etc.

Supervise in house and outsourced staff during all aspects of catered or Bar events to ensure high quality service standards and presentations are met

Reinforce service procedures and departmental standard operating procedures to produce a flawless event

Ability to move catering equipment and vendor related items ensuring proper safety standards within the department

Keep management informed of all emergent issues related to department

Assist in inventorying, cleaning, and organizing all equipment

Oversee that proper care is taken in respect to all equipment and inventory, including China, glass, silver, tableware and linens

Ability to work all roles in a food and beverage service environment

Maintain proper stock level of all catering equipment

Follow safe storage, service, and sanitation practices

Drive safely to and from designated areas within events using company motor vehicle.

Perform other related duties assigned by management

#### Qualification Requirements

##### Qualifications

High School graduate or equivalent

Related field, or equivalent combination of training and/or experience preferred

Must have flexible availability including day shift and night shift hours, weekends and holidays

Must be able to serve legally alcohol in MB required

Must be able to work independently with limited supervision

Minimum 1-2 years relevant experience in a banquet, or special events management preferred

1-2 years of supervisory experience and strong customer service skills required

Must possess strong communication, coaching, interpersonal skills and strong organizational skills

Computer Skills