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École d'Hôtellerie et de Tourisme Paul Dubrulle

Training Restaurant Supervisor Full-time, Siem Reap

The NGO École d'Hôtellerie et de Tourisme Paul Dubrulle is the personal initiative of Paul Dubrulle, co-founder of the hotel group Accor. Founded in Siem Reap in 2002, the school has progressively established itself as one of the most renowned vocational education institutions in Cambodia. In close collaboration with the prestigious École Hôtelière de Lausanne, the school provides hospitality training to over 300 young Cambodians every year. The School has a training restaurant, four training hotel rooms and seminar facilities.

We are looking for a qualified candidate to fill the position as Training Restaurant Supervisor.

Key Duties (Training Restaurant)

- Supervise and ensure the operation in the training restaurant (including bar, pantry).
- Demonstrate knowledge of all menu items, prices and general service procedures (including hygiene standards).
- Monitor cash flow, F&B stock and inventory.
- Report daily results of the operation through the POS system.
- Maintain rapport with all departments and attend relevant meetings.
- Assist the F&B teacher in training students on specific practical skills, including POS system operation.
- Ensure that all steps of services as outlined in training materials are followed on a daily basis.
- Provide guidance to students towards continuous improvement.
- Participate in school events (open house days, career fair, graduation ceremony, board meeting).

Requirements

- High School Diploma and a minimum of 3 years professional experience that provides the required knowledge, skills and abilities.
- Confident to communicate in English, both orally and in writing, with guests and the team.
- Strong working knowledge of food and beverage service; strong service orientation.
- Ability to work in a cross-cultural environment; positive attitude and work ethic; well groomed.
- Excellent communication, organizational and planning skills.
- Strong MS Office skills (Word, Excel); ability to use POS system.
- Adhere to the ethical teaching practices as set by the school policy.
- Experience in training and teaching is an advantage.

We provide an attractive package commensurate with qualifications and experience.

Please send your CV and cover letter to **Mrs. ROS Huy Eng at hrd@ecolepauldubrulle.org**. We strongly encourage qualified women to apply. The closing date of this vacancy is February 28th 2020. Only shortlisted applicants will be notified.

www.ecolepauldubrulle.org