

Job Posting Form

Describe the job

Job Title: Director of Dining Services

Name of Employer: Chartwells K12

Location of Office: Fort Wayne, IN

Full Time

Permanent

Responsibilities:

- Manages salaried managers and hourly associates in the Food Service Department
- Oversees the overall direction, coordination, and evaluation of the account
- Interviews, hires, and trains associates; plans, assigns, and directs work; appraises performance; rewards and disciplines associates; addresses complaints and resolves problems
- Prepares and manages annual budget
- Utilize company systems for completion of required daily/weekly/monthly reports such as inventory, cash reports, production records, payroll/time-keeping, etc.
- Oversees and participates in the preparation and service of food and beverage items in adherence to company food standards for preparation, presentation, sanitation and safety (meeting HACCP and OSHA guidelines) and portion control
- Other duties as assigned

Qualifications:

- B.S. Degree in Food Services Technology/Management or related field; or A.A. Degree plus four years of directly related experience preferred
- Minimum of two to five years of hospital or adult home/care experience preferred, depending upon formal degree or training
- Five to seven years of direct foodservice operational management experience with inventory and purchasing knowledge and control
- Strong knowledge of food and catering trends with a focus on quality, production, sanitation, food cost controls, and presentation
- Previous P&L accountability or contract-managed service experience is desirable
- Strong supervisory, leadership, management and coaching skills
- Strong communication skills, both written and verbal
- Ability to communicate on various levels to include management, client, customer and associate levels
- Excellent financial, budgetary, accounting and computational skills
- Proficient computer skills to include; various computer programs, Microsoft Office programs, e-mail and the Internet
- ServSafe® Certified
- Certified Dietary Manager Certificate or Registered Dietitian preferred

Rate of Pay: \$50,000-\$60,000

Contact info:

To apply click on the link below:

https://hourlyjobs.compassgroupcareers.com/job/ALBION-DIRECTOR-DINING-SERVICES-IN-46701/483672100/?locale=en_US