



Dining Room Manager
Shadow Wood Country Club
Estero, Florida

Club Overview

Shadow Wood Country Club, located between Naples and Ft. Myers Florida, was originally developed by the Bonita Bay Group in 1998, before becoming Member Owned in 2010. Blessed to exist in the highly desirable SW Florida region, Shadow Wood CC is a 54-hole private, member-owned facility with 900 Golfing Memberships. The Club currently enjoys a full membership and a waitlist to become a future member. The Club's reputation for providing an extraordinary level of Member Service is maintained by its dedicated staff. In addition to three golf courses, the Club has four different dining venues as well as Ladies and Men's Lounges. The Club has an active social calendar and hosts multiple member events weekly.







The Shadow Wood CC Food & Beverage Operation is one of the largest in SW Florida.

Shadow Wood Country Club's produces over \$6 million in annual F&B business with a large portion of that coming from Ala Carte dining. The F&B department is a high-volume operation which routinely hosts multiple banquets on a given day.

Job Responsibilities

Dining Room Manager— *Full-Time year around position*

Responsible for assigned area within the food and beverage department with rotating areas of focus to include banquets and events, Casual Dining, and Fine Dining. Provides supervision to the Servers, Bartenders, Food Runners etc.

Trains and supervises service staff and applies Shadow Wood Standards to assure that the wants and needs of club members and guests are consistently exceeded.

DUTIES AND RESPONSIBILITIES:

- **Create Floor Plans and Assign server sections**
Assures that effective orientation and training for new staff and professional development activities for experienced staff are implemented.
- **Ensures Buffets are designed, setup, and upkeep properly.**
- **Ensures that all legal requirements are consistently adhered to, including wage and hour and federal, state and/or local laws pertaining to alcoholic beverages.**
- **Researches new products and develops an analysis of the cost/profit benefits.**
- **Maintains documentation of food and beverage departments.**
- **Consults with the Club Manager, Executive Chef, Catering Coordinator and Purchasing Agent daily to help assure the highest level of Member satisfaction at minimum cost.**
- **Greets Members/guests and oversees actual service on a routine, random basis.**
- **Personally, handles selected member and guest complaints and advises the Club Manager about appropriate corrective actions taken.**
- **Assists in planning and implementing of procedures for special club events and banquet functions.**
- **Maintain high visibility with the membership.**

WHAT YOU CAN EXPECT OUT OF WORKING AT SWCC:

- **Working for one of the largest F&B Operations in SWFL which will prepare you for future leadership positions.**
- **A commitment from us to you that you will continue to grow as a leader and SWCC has a strong commitment to promoting from within when positions become available.**



- **Working with other leaders and staff who are committed to providing exceptional service.**

Education and Qualifications Requirements

- Bachelor's Degree preferred
- CMAA Member or aspiration to be a member
- Private club experience
- Outgoing personality type who seeks engagement with Members & Guests

Compensation and Benefits

- Highly Competitive Salary based on experience
- 401K with Company Match after 1 Year
- Uniforms / Meals on duty
- Health, Dental, Vision Insurance
- Potential opportunity for advancement
- Other Benefits outlined in the SWCC Employee Handbook

Submission

Please submit all inquiries to Charles Wolf, Club Manager:

cwolf@shadowwoodcc.com

Charles Wolf
Club Manager
Shadow Wood Country Club
(239)992-4527



