

## **Dining and Banquet Manager**

### **Job Description**

The Dining and Banquet Manager is responsible for overseeing all dining, special and private events on board the Vista Fleet, as well as orchestrating the on board food and beverage program. This position will provide great experience in developing leadership and organizational skills, as well as working directly with professionals in the sales and events field. The person in this position should be outgoing and organized, and ready to take on various tasks that are assigned. This position is seasonal beginning in April.

### **Duties and Responsibilities**

- Orchestrate food and beverage program on board the Vista Fleet including ordering of product and supplies, inventory, coordinating with vendors and deliveries.
- Develop, implement, test, execute and train new food and beverage menus and initiatives.
- Quality control and continual training with crew on food, beverage and sales procedures.
- Oversee the sanitization of food prep and bar areas.
- Detail, execute and oversee private and special events on board the Vista Fleet vessels.
- Manage and assist the successful set up and take down of each event. This will include cleaning duties and the lifting of tables and chairs as well as other equipment on and off the vessel(s)
- Act as the point of contact for the patrons on board the cruise, as well as delegate tasks to the crew throughout the cruise, including cocktailing and guest interaction.
- Perform operational duties of concessions and bar-stand including, but not limited to, stocking and displaying of merchandise, bartending, cocktailing and food service.
- Expected to be outgoing and comfortable with conversing with passengers/guests to enhance their experience onboard
- Expected to work evenings and weekends during special event cruises, private charters, dinners and other evening events
- Office duties as assigned.
- Help with sales initiatives

## **Necessary Skills**

- To be a strong advocate of tourism for the city of Duluth and surrounding area. Required to have knowledge of other attractions, restaurants and hotels in the area.
- Learn safety protocols and maintain the safety and security of the passengers and fellow employees
- Pass pre-employment drug test per Coast Guard requirements and submit to random drug testing.
- Must be comfortable on the water.
- Knowledge of cash registers and ipad technology. Have good cash handling skills and ability to operate registers.
- Must be able to lift 30lbs +, bend and move in close quarters, stand and walk on feet for 8+ hours, and willingness to work a flexible schedule; weekdays, weeknights and weekends.

Job Type: Full-time

Salary: \$17 + Commission