



## **HOMEBOY INDUSTRIES**

### **Job Description**

#### **MISSION STATEMENT:**

Homeboy Industries provides hope, training, and support to formerly gang-involved and previously incarcerated men and women, allowing them to redirect their lives and become contributing members of our community.

**Location:** Martin Luther King Behavioral Health Center, Los Angeles, CA

**Report to:** VP of Social Enterprise

**Title:** General Manager – Sr. Staff

**Salary :** \$

#### **Essential Duties and Responsibilities**

**Homeboy Foodservice runs operations in contract food service at the Martin Luther King Behavioral Health Center in Compton Los Angeles.** The General Manager is responsible for food operations and staff training and supervision. This includes oversight of daily food service, tracking and controlling costs, ordering product assisting Executive Chef with coordinating staff assignments and schedules, training.

#### **Key Duties**

- Oversee daily food service and ongoing production for ecommerce
- Working with Finance Department to track and control costs
- Work with Purchasing Manager to order product required for food service and food production
- Train, inspire and oversee core staff to the highest hospitality standards
- Supervise staff in set up and organization of facilities storage areas
- Be attentive to guest needs to ensure their good experience
- Provide gracious, attentive, and friendly service
- All additional job duties requested by the VP, Training Social Enterprises

#### **Basic Qualifications include:**

- 2-5 years of management experience in restaurant or hotel setting
- Ability to work in a team-oriented, fast-paced, environment

- Ability to balance needs of guests with awareness of trainee learning needs
- Must be flexible to work all shifts including weekends and holidays.
- Must be able to move lift, carry, push, pull, and place objects weighing less than or equal to 50 pounds
- Requires standing, sitting, walking, repetitive motions, bending, climbing, lifting, listening and hearing ability and visual acuity
- Must be able to stand sit, or walk for an extended period of time or for an entire work shift
- Reach overhead and below the knees, including bending, twisting, pulling, and stooping
- Must follow direction, self-motivate, work clean and stay organized
- Communicate clearly which requires listening and speaking
- Fix problems quickly and be able to turn a bad situation into a great one
- Understand our TOAST or equivalent Point-of-Sale system and care about accuracy
- Have an active ServSafe Certificate
- Monitor service to guests in all areas of the restaurant
- Support excellent communication amongst the kitchen and front of the house team for service and guest related issues
- Maintain a high level of cleanliness in all dining area in accordance with company policy and health department guidelines.
- Ability to engage with trainees as well as staff and be especially empathetic to the needs of both.
- Excellent written and verbal communication skills.
- Must be computer literate and proficient with Microsoft Office Suite.
- Able to identify and resolve problems in a timely manner; Gather and analyze information skillfully; Use reason even when dealing with emotional topics.

### Physical Demands

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this Job, the employee is regularly required to stand and talk or hear. The employee is required to sit; walk; use hands to finger, handle, or feel and reach with hands and arms. The employee must regularly lift and /or move up to 10 pounds and occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus.

### Work Environment

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations

may be made to enable individuals with disabilities to perform the essential functions. The noise level in the work environment is usually moderate.

Compensation

This is a full-time exempt position with a full benefits package including health, dental, vision, Life AD&D, and retirement account.

**Homeboy Industries is an Equal Opportunity Employer.**