

Job Title: Assistant Food & Beverage Manager

Reporting to: General Manager

Job Summary

We are seeking a dynamic and results-driven **Assistant Food & Beverage Manager** to support the overall operations of our restaurants, bars, conferencing, and events. The ideal candidate must have strong leadership skills, a passion for hospitality, and proven experience in delivering exceptional guest experiences.

Key Responsibilities

- Oversee daily operations across the restaurant, bar, banqueting, and events.
- Supervise, train, and motivate the F&B team to maintain high service standards and maximize guest satisfaction.
- Ensure smooth execution of conferences, banquets, and special events, working closely with clients and other departments.
- Monitor stock levels, control costs, and support efficient ordering and inventory management.
- Uphold compliance with health, safety, and hygiene standards.
- Handle guest feedback promptly and professionally, ensuring service recovery where necessary.
- Contribute to revenue growth by supporting promotions, upselling initiatives, and creative event concepts.
- Preparing reports, budgets, and forecasts for the F&B department.
- Represent the F&B Service in management meetings and work closely with hotel leadership to deliver strategic goals.

Qualifications & Skills

- Diploma/Degree in Hospitality Management or related field.
- Minimum 3 years' experience in food & beverage management within a 4* or 5* hotel environment.
- Strong knowledge of restaurant, bar, and banqueting operations.
- Excellent leadership, communication, and problem-solving skills.
- Flexible to work evenings, weekends, and public holidays.

Application Procedure

Got what it takes? We'd love to hear from you! Send your application and CV to careers@gelianhotel.com on or before 29th August 2026.

Gelian hotel is an equal opportunity employer.