



The Hebe Haven Yacht Club Limited 白沙灣遊艇會  
10.5 Miles Hiram's Highway, Pak Sha Wan, Sai Kung, N.T. Hong Kong  
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We are an established private members Yacht Club situated in the Sai Kung area with a busy Bar and Restaurant business. We operate a successful Sail Training Centre and we have extensive marine facilities.

The Club is currently seeking suitable candidates for the following position:

## **Food and Beverage Manager**

### **Responsibilities:**

- Oversee the day-to-day operations of the Club's restaurants and bars, banquet services, staff canteen and kitchen to achieve goals as set by management and Committee;
- Achieve the annual operational budget as set by management and Committee and manage the monthly P&L;
- Monitor and ensure quality culinary standards and excellent services to safeguard high level of satisfaction of Club members;
- Establish and update SOP's for the entire F&B operations;
- Coach & direct the team on menu and design;
- Conduct regular on-the-job training for service staff;
- Develop yearly food promotion and event plans;
- Enhance profits by implementing F&B sales & marketing strategies;
- Maintain and enforce very effective and strict F&B cost controls and measures;
- Produce monthly reports on the F&B operational and financial results;
- Oversee the Housekeeping department and maintain very high hygienic standards in and around the premises;
- Oversee the gardens in and around the premises;
- Maintain good contacts with the local Sai Kung authorities and community at large;
- Prepare and conduct monthly meetings with the F&B Committee

### **Requirements:**

- Diploma or above holder with professional certifications in F&B management or related disciplines
- A minimum of 10 years relevant experience in F&B operations, with 5 years experiences in managerial position
- A very hands-on approach and leading-by-example attitude
- Working experience within a private member's club is an advantage
- Excellent leadership and communications skills
- Good command of both written and spoken English and Chinese
- Extrovert and outgoing personality
- Good knowledge of international wines

We offer a comprehensive employment package to the right candidate.

Remuneration shall be commensurate with the candidate's qualifications and experience. To apply for the above jobs, please send your resume and a motivation cover letter to our Human Resources Manager at [hr\\_mgr@hhyc.org.hk](mailto:hr_mgr@hhyc.org.hk) or contact Mr. Wong at 2719 7913

All information received will be for recruitment purpose only.