



Job Description - Shift Leader

Title

Shift Leader

Description

The Shift Leader is someone who thrives on challenge and continually looks for opportunities to learn. They are as comfortable taking responsibility as they are delegating it. Shift leaders understand that customer satisfaction always takes priority but efficient restaurant operations make it possible. They are friendly, positive, and enthusiastic.

Responsibilities

- Effectively lead the restaurant while the Manager or Asst. Manager is not present
- Responsible for monitoring training and development of new employees on shift
- Assist with labor management costs
- Lead each shift by delegating duties, assigning tasks, and following up with all team members
- Must be proficient in each area of the restaurant to assist when necessary
- Acts with integrity and honesty while promoting the Silo Restaurant culture
- Follow inventory control procedures to reduce product loss
- Maintain cleanliness and organization throughout the restaurant
- Manage time effectively and meet all job responsibilities
- Maintain a positive work environment for employees and guests
- Prepare foods when necessary
- Ensure all food items are prepared according to the Silo's standards of quality, consistency, and timeliness
- Check food quality and temperatures throughout the day to maintain Health and Safety regulations
- Follow proper sanitation and safety procedures including knife handling and kitchen equipment
- Maintains regular and consistent attendance and punctuality
- Identify back-ups in the kitchen and work with managers to re-organize human resources.
- Complete the season to the specifications outlined in your Employment Contract.

Minimum Qualifications

- Minimum Age: 18 years
- Previous Experience: Preferred
- Must have reliable transportation
- Able to use touch-sensitive POS System
- Able to lift minimum of 10 lbs.
- Able to work in a high-temperature kitchen for an extended period of time
- Completed training in all areas of restaurant
- Must be able to take direction and delegate responsibilities
- Able to work in a fast paced environment
- Able to work nights, weekends, and holidays