Job Description for Tipsy Robot

We are looking for a responsible Supervisor to oversee the workflow at our facilities. He/She will not just be someone who supervises the work of others. A supervisor is also responsible for coaching, resolving issues and serving as a link between subordinates and upper management. Directly overseeing the opening, closing and operational duties of the venue.

These include:

- All SNHD regulations are met and maintained
- All operational Supervising the floor during meal periods to ensure that all Capella standards and steps of service are met through all guests interactions.
- Ensuring that checklists, requisitions and proper opening and closing functions are being completed each shift.
- Communicate effectively, both verbally and in writing, to provide clear direction to the staff.
- Observe performance and encourage improvement where necessary.

Ensure staffing levels for all outlets are accurate based on hotel and outlet business levels. Organize and conduct pre-shift.

- Communicate with guests and employees using a positive and clear speaking voice, listen to and understand requests, respond with appropriate actions and provide accurate information.
- Remain calm and alert, especially during emergency situation and/or heavy hotel activity, serving as a role model for the staff and other hotel employees.
- Ensure basic standard operating procedures for all outlets are in place and are in compliance with Federal, state, local and own practices.
- Ensuring that all steps of services as outlines in training materials are being followed on a daily basis.
- Interact positively with customers promoting facilities and services. Resolve problems to the satisfaction of involved parties.

If Interested, Please Contact:

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