

Position Vacant

Senior Duty Manager

Full Time
Cronulla RSL

Cronulla RSL is a modern and progressive RSL Club in Southern Sydney. Having just finished a major renovation, we are on the look out for professional, diverse and engaging staff to help take us into the future!

We are currently seeking a **Senior Duty Manager** to manage and support the day to day club operations. We are seeking an experienced club professional who also has the ability, passion and desire to manage their own portfolios, developing your skill and supporting the Operations Manager with a view of stepping into that role in their absence. Reporting directly to the Operations Manager, you will be a member of the Senior Operational Management Team.

This is not a desk job! While administrative duties are an important part of the role, most of your time will be spent interacting with staff and customers, providing amazing customer service, problem solving and maintaining a clean and tidy venue – so we're looking for someone who isn't afraid of getting their hands dirty.

You will be someone who:

- Has a positive attitude and professional manner
- Ability to think outside the box and think on their feet
- Ability to manage a range of areas of the business, including beverage, gaming, functions, promotions, cash control and reception
- Experience in handling incidents
- Complying with all legislative requirements
- Shift management and rostering experience
- Current first aid certificate
- Ability to provide exceptional customer service and deal with conflict successfully
- Ability to effectively time manage and organise both yourself and staff
- Great computer skills, including outlook, excel, work and rostering systems
- Ability to manage performance of staff and provide counselling

This role will be a rotating roster which includes days, nights and weekends.

We look forward to you joining the team!

Please apply online via email
bradley.bishop@cronullarsl.com.au
Operations Manager