# Kitchen Manager

Our ideal candidate must be able to work in a fast-paced environment and be able to multitask. They must work well in a team, but also take charge to complete individual tasks. We will train in many different areas, and our ideal candidate must be willing to learn new skills! We are looking for a reliable, kind, and charismatic individual. We have a friendly, easygoing restaurant, and we want to keep up that momentum!

The Kitchen Manager will oversee all kitchen operations and set the tone for the restaurant. The kitchen manager will have a love for both food and people, and take pride in what they do! They will constantly interact with all employees, customers, and vendors, and have effective problem-solving skills. The job responsibilities include, but are not limited to:

- Learning all the restaurant recipes
- Food preparation
- Using the oven, grill, and fryer
- Keeping a clean restaurant
- Taking customer orders
- Tracking inventory
- Placing and receiving orders with vendors
- Lifting heavy objects (Must be able to lift at least 25 lbs)
- Making sure all equipment is running smoothly and contacting technicians accordingly
- Completing the weekly employee schedule
- Delivering excellent customer service
- Opening/Closing the restaurant
- Overseeing all employees and delegating tasks accordingly

Job Type: Full-time/Seasonal Position (can lead to full-time/year-round)

Pay: \$20-25/hour

Send us your resume: <u>ohopizza@gmail.com</u> or contact Georgia at 207.447.3033.

### Shift Leader

Our ideal candidate must be able to work in a fast-paced environment and be able to multitask. They must work well in a team, but also take charge to complete individual tasks. We will train in many different areas, and our ideal candidate must be willing to learn new skills! We are looking for a reliable, kind, and charismatic individual. We have a friendly, easygoing restaurant, and we want to keep up that momentum!

The Shift Leader will be trained to be a jack of all trades, and will also oversee the kitchen staff. The job responsibilities consist of, but are not limited to:

- Learning the art of pizza making
- Sub making
- Food prep
- Using the oven, grill, and fryer
- Cleaning/dishwashing
- Stocking
- Taking customer orders over the phone and in-person
- Receiving orders from vendors
- Being the first point of contact for the kitchen staff and customers
- Opening/Closing the restaurant when a manager is not on duty
- · Assisting with various managerial responsibilities.

Job Type: Full-time & Part-time available!

#### Pay: \$15-\$18/hour

Send us your resume: <u>ohopizza@gmail.com</u> or contact Georgia at 207.447.3033.

### CASHIER (both full-time and part-time available)

The cashier is the first face our customers see, so we are looking for someone who is reliable, friendly, and outgoing! Our ideal candidate must be able to work in a fast-paced environment and be able to multitask. They must work well in a team, but also take charge to complete individual tasks. The job responsibilities consist of, but are not limited to:

- Answering phones
- Taking customer orders
- Handling cash and credit card transactions
- Using cash register/point of sale system
- · Answering questions and providing friendly customer service
- Learning the menu
- · Constantly communicating with the kitchen
- Keeping the point of sale counter organized and stocked
- Cleaning and organizing the dining room throughout the day
- · Assisting with additional opening/closing duties
- Ability to stand for long periods of time
- Attention to detail

Job Type: Full-time/Seasonal Position (can lead to full-time/year-round)

Send us your resume: <u>ohopizza@gmail.com</u> or contact Georgia at 207.447.3033.

## KITCHEN STAFF

We are looking for kitchen staff to join our dynamic team! This job requires, but is not limited to: answering phones, cleaning, preparing hot and cold foods, and of course mastering the art of pizza making! We are looking for someone who is friendly, energetic, and eager to learn! If this sounds like you, we'd love to hear from you!

Job Type: Full-time & Part-time available! Seasonal Position (can lead to full-time/year-round)

Send us your resume: <u>ohopizza@gmail.com</u> or contact Georgia at 207.447.3033.