

Burger King Manager Job Description

- Responsible for the profit and loss management of the restaurant – develop and execute effective marketing strategies, review financial reporting to improve restaurant sales, maintain inventory, adhere to cash control and security measures, and manage labor
- Ensure bottom line profitability for restaurant by managing cost control, profit and loss, and operations budget
- Ensure company standards on facility, grounds, and equipment are maintained. Perform inspection and troubleshooting of malfunctions in facilities and equipment
- Lead the management team in finding, selecting, recruiting and hiring the best people for the restaurant, and also in training and retaining top performing employees
- Provide counselling to all employees in written and verbal forms, as well as disciplinary actions against erring employees in accordance with company policies
- Ensure all employees follow company procedures and policies in the discharge of their responsibilities and provide feedback to them
- Provide assistance to all staff by promptly responding to their complaints or requests and resolving any issue raised
- Develop and supervise schedules of team members and subordinate management staff. Make sure all shifts are adequately staffed to meet the needs of the restaurant. Give approval to time off requests when necessary and ensure the positions are appropriately covered up by other employees
- Carry out periodic performance evaluation on employees following company policy to determine their qualification for promotion, recommendation for termination of employment, etc.

- Review the Manager Log and update it by carrying out the relevant duties highlighted in the Log; generate information for other restaurant managers
- Ensure daily communication with employees, other restaurant managers, guests, and the district manager
- Responsible for scheduling restaurant events, including fundraisers and birthday parties; carry out the necessary planning and complete all relevant paperwork for the events.