

Job Posting

Banquet Supervisor (Part-time)

Position Type: Part-time, regular

Company Name: The Enjoy Centre

Application Deadline: Open until filled

Positions Available: 2

The Events Department at The Enjoy Centre is looking for 2 outgoing and enthusiastic individuals to fill the positions of Part-time Banquet Supervisor. Availability for late evenings on weekends, as well as the physical ability to move banquet furniture for set up and take down is required for this position.

General Duties

- Onsite event preparation, including overseeing the set-up of the events space
- Ensuring smooth operations of events that achieve the Enjoy Centre standard
- Interaction with Enjoy Centre event departments such as Floral, Catering and Retail, as well as external contractors
- Respond to guests needs in a timely manner and resolve any problems or issues that arise

Job Requirements

- Ability to work late nights and weekends
- Excellent communication skills with proven experience
- Ability to perform in a fast-paced environment and work within assigned agendas and deadlines
- Ability to lift 23 kg (50 lbs.)

Educational Requirements

- Basic first aid training
- Pro-Serve certified
- Pro-Tect certification is not required but would be considered an asset

Contact: Janice Curle

Human Resources Coordinator

101 Riel Drive, St. Albert, Alberta, Canada, T8N 3X4

janice@holesonline.com

780-419-6803