

JOB DESCRIPTION

Job Title	Seafood Manager	Department	Seafood
FLSA Status	Non-Exempt	Reports To	Fresh Food Director
<input checked="" type="checkbox"/> Fulltime	<input type="checkbox"/> Part-time	Hours	40
Date Created		Approved	

Primary Functions: The Seafood Manager is responsible for the successful day-to-day operation and profitability of the Seafood Department.

Essential Functions

- Ensures compliance with company policies and procedures with respect to department operations, quality, safe food handling, to ensure compliance state, federal and OSHA safety and sanitation regulations.
- Tracks sales, manages inventory, and orders seafood to ensure freshness, meet customer demands and ensure profitability of department.
- Schedules staff and delegates work assignments.
- Provides training on department procedures, safe food handling, and sanitation regulations.
- Maintains record keeping in compliance with licensing and regulations.
- Cooperates with other departments in special promotions to help drive sales.
- Maintains a safe and clean working environment to ensure compliance state, federal and OSHA safety and sanitation regulations.
- Ensures that staff work safely and comply with local, state, and government weights, measures and labeling laws.
- Oversees, prepares, and maintains seafood presentation (cleanliness, organizing, stocking and removing).
- Greets and takes orders from customers.
- Any other duties as assigned.

Competencies

The Seafood Manager must be self-motivated, flexible, conscientious, organized, and have a good attention to detail. Also, must have good interpersonal and communication skills, and interface well with management, co-workers, and the public. The Seafood Manager must have the ability work in fast-paced environment, have good judgement and full knowledge of seafood/sushi and food safety regulations.

Education and Experience

High School Diploma or equivalent
 5+ years' experience in Seafood Management
 Food Safety Manager
 Microsoft Office proficient

Physical Requirements

Ability to be work in temperature controlled environment with standard temperature of 38-45 degrees.
 Ability to be in a stationary position and/or move about for various intervals
 Ability to utilize the phone (requiring auditory and verbal senses)
 Ability to utilize scales and systems for various intervals (requiring finger dexterity/visual acuity)
 Ability to reach bend, balance, lift and transport various objects
 Ability to push, pull, grasp and use cutting and sawing motions for extended periods of time
 Ability to lift up to 25 lbs. and occasionally 60 lbs.
 Ability to travel independently (via plane/car)
 Regular and predictable attendance

Disclaimer

Nothing in this job description restricts management's right to assign or reassign duties and responsibilities to this job at any time. This description reflects management's assignment of essential functions; it does not exclude or restrict the tasks that may be assigned.