



**Position:** Momentum Coordinator

**Reports to:** Component Director

## **MISSION STATEMENT**

Our mission is to remain head and shoulders above our rivals in the restaurant arena. We believe that a component measure of our success will be the shareholder value we create through our core values and sustainable commitments. This value will be a direct result of our ability to enhance and crystallize our current Commerce Leadership position. The stronger our Commerce Leadership position, the more compelling our economic model. Commerce Leadership can translate directly to greater revenue, sizable profitability, major capital velocity, and correspondingly enhanced returns on capital invested. We are ladies and gentlemen serving ladies and gentlemen.

## **CORE VALUES**

- Become solution and innovation focused.
- Trust must permeate the organization.
- Execute sanguine energy from the top down.

The Momentum Coordinator -He/she has the primary responsibility of supporting the Component Director in the day-to-day operations of the restaurant and ensuring the speed of the restaurant is up to standard; conveying the Filsaime Flavors culture to his/her team members and guests; as well be a creative team player who likes to work strategically, have fun, and show sincere dedication to the brand

core values. He/she will be responsible for upholding Filsaime Flavors standards for the team members and guest's experiences. He/she will be responsible for the overnight shift 10pm-7am, Thursday-Sunday as well as providing support in financial management, restaurant maintenance and company initiatives.

***KEY RESPONSIBILITIES AND AREAS OF FOCUS:***

- **Operations Management-** Lead the Filsaime Way on each shift; at Filsaime Flavors the Filsaime Way is to ensure hot food is served hot and cold food is served cold as well as exhibit the phrase "My Delight" after each thank you. Promote open communication between all levels of the team in the restaurant including: Shift Supervisors, the Provisioning Coordinator, Culinary Operators, Dispatch Operators and Consumer Advisors; lead recognition throughout the restaurant; assess areas of opportunity and recommend solutions or develop plans to address restaurant or team member issues; align management performance and restaurant performance with company standards; proactively manage operation of the restaurant to include planning/forecasting of weekly sales, labor and COGs; maintains restaurant cleanliness; identifies maintenance problems and communicates problems to Component Director and Facilities Department; leads weekly inventory counts and ensures weekly vendor orders are made and properly received. Ensuring compliance with safety and health regulations
- **Business Management-** Support the Component Director in managing food and labor costs to increase restaurant profitability; lead restaurant to achieve financial goals set by corporate; identify issues that need addressed, develop a plan to resolve issue and present findings/ suggestions to the Component Director; submit truck and equipment orders. Maintains open communication with Component Director and

Compass Controller. Develop action plans to reach digital drive thru and delivery times execution goals.

- **People Management-** Use company approved selective hiring criteria to maintain a quality team member roster; consults with the Component Director on all hiring decisions; train and develop Shift Supervisors and team members to improve the quality of the restaurant operation; support the professional development of the Shift Supervisor and team members. Monitor servers, runners, and other restaurant associates and ensure adherence to all service standards and SOPs, including inspecting staff for correct, clean, complete uniform, clean polished shoes, name tag and general appearance standards. Supervise service of guests, being watchful of signals from guests in need of service.
- **Project Support-** Understand the purpose, intent, rationale, mechanics, requirements, and desired results of all company driven programs and initiatives; actively collaborate, organize, and support program implementations at the restaurant level; support the Component Director with execution of the restaurants local marketing plans

### **Requirements:**

- Must be 18 years of age.
- Must pass background check.
- Submit autobiography

### **Perks:**

- ⌘ Severance Package
- ⌘ Defined Benefit Pension
- ⌘ Perseverance Development Plan
- ⌘ 32-Hour & 4-day work week for Salaried Managers

Job Type: Full-time

Pay: \$55,000.00 - \$60,000.00 per year