Restaurant Manager

Best Wok

Job ID
41686

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LOCATION	DATE POSTED	EXPIRY DATE
968 Alder St, Campbell River, BC| British Columbia	21-11-2026	20-05-2027

TYPE OF JOB	SALARY	MIN. EXPERIENCE	MIN. EDUCATION
Full Time	CAD 32 per hour	3 years to less than 5 years	College/CEGEP

Job Details

Best Wok is a busy, well-established Chinese restaurant located at 968 Alder St in Campbell River, BC, offering dine-in, takeout, and local delivery services. To support our steady customer volume and streamline daily management, we are hiring a full-time Restaurant Manager to oversee our restaurant operations, staff supervision, and financial performance. The successful candidate will work 40 hours per week at an hourly wage of $32 (annually $ 66,560.

Job duties:

• Assume complete responsibility for planning, directing, and evaluating daily restaurant operations, optimizing workflow efficiency across dine-in service, phone-in takeout orders, and third-party delivery platforms.

• Establish, update, and enforce standard operating procedures (SOPs) to streamline peak-hour kitchen-to-front-of-house coordination, takeout packaging accuracy, and customer hospitality.

• Lead full-cycle recruitment and personnel management, including interviewing, hiring, onboarding, coaching, and executing disciplinary or termination decisions for front-of-house servers and back-of-house kitchen staff.

• Develop weekly staff work rosters aligned with Campbell River's seasonal tourist fluctuations and weekend dining rushes, while conducting ongoing staff performance evaluations.

• Manage the restaurant's overall Profit and Loss (P&L), audit daily cash flow and POS sales revenues, monitor food and labor cost ratios, and adjust menu and combo pricing in response to ingredient cost fluctuations.

• Control raw ingredient and packaging inventory to minimize waste; independently source and negotiate pricing, credit terms, and delivery schedules with wholesale food distributors, local produce vendors, and restaurant supply companies.

• Act as the primary point of escalation for resolving guest feedback and delivery disputes, while ensuring strict adherence to Island Health food safety standards, WorkSafeBC workplace safety regulations, and responsible beverage service laws.

• Coordinate and negotiate arrangements for large-scale group orders, corporate lunch packages, and custom party trays for local community events, family gatherings, and private functions.

Employment requirements:

? Completion of college diploma is required

? At least 3 years of supervisory experience is required.

? At least 1 year of experience in food service sector or hospitality sector is required.

If you are qualified for the position, please do not hesitate to send your application to bestwok22@hotmail.com.

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