



**INTERNATIONAL INSTITUTE OF TROPICAL AGRICULTURE (IITA)
INTERNAL & EXTERNAL ADVERTISEMENT**

Ref: IITA-HR-NRS2019-039	Position: <ul style="list-style-type: none">• Snack Bar Supervisor
Location: Ibadan	Recruitment Type: National (3-year renewable contract)
Date Posted: 23 rd December 2019	Closing Date: 3 rd January 2020

The International Institute of Tropical Agriculture seeks suitable applicants for the position below at the Institute’s Headquarters in Ibadan:

Position: Snack Bar Supervisor

Contract: 3-year renewable contract

Location: Ibadan

DUTIES:

Successful candidate will among other things perform the following duties:

- Oversee all Snack Bar & Cappa Bar operations
- Ensure customer satisfaction through promoting excellent service, respond to customer complaints tactfully and professionally
- Assist management in revenue generation
- Liaise with the Head Chef to maintain quality control for all food served
- Conduct daily, weekly, monthly stock take of beverages and report accordingly
- Analyze staff evaluations and feedback to improve the customer’s experience
- Project future needs for goods, kitchen supplies, cleaning products and order accordingly with the Stores
- Supervise and be accountable for beverage service during events
- Oversee health code compliance and sanitation standards
- Seek ways to cut waste and decrease operational costs
- Generate weekly, monthly, and annual reports for the Resident Manager
- Train new employees and provide ongoing training for all staff
- Assign duties to staff and coordinate the weekly roster
- Perform additional related duties as requested by the HOSTRAS management.

QUALIFICATION:

BSc/HND in Hospitality and Management, Hotel and Catering or related fields with minimum of three (3) years' experience performing related roles in a well-structured hospitality management environment.

COMPETENCIES:

The ideal candidate must:

- Have ability to use restaurant management software,
- Have good working knowledge of food and beverage services.
- Have very pleasant personality and strong leadership skills
- Be a good team player and honest
- Have good communication skills.

REMUNERATION:

We offer highly competitive salary with equally attractive benefits and excellent working conditions in a pleasant campus environment.

METHOD OF APPLICATION:

Interested applicants should complete the online application attaching detailed cover letter and curriculum vitae saved with their names in Microsoft word format to IITA website: <http://jobs.iita.org/erecruit> no later than Two Weeks from the date of this publication. The application must include the names and e-mail addresses of three professional referees which must include the applicant's current or previous direct Supervisor, professional colleague and evidence of current remuneration package.

IITA is an equal opportunity employer and particularly welcomes applications from female candidates.