

## **The Langham Club**

# **Vacancy: Bar Manager (Permanent; Full-Time)**

**Situated on Green Lanes in the heart of the Harringay neighbourhood in North London, the Langham Club is a family-friendly bar, events space and social club run for the benefit of its members.**

Established in 1910 and proudly affiliated with the Working Men's Club and Institute Union, the Langham Club remains true to its roots but plays host to an increasingly diverse membership and events profile.

The Club is governed by a Management Committee consisting of the President, Vice-President, Trustees, and a maximum of 12 committee members, as well as a Club Secretary. The Management Committee has the power to employ and dismiss staff, oversee procurement, borrow funds and do as it may deem necessary for the carrying out of the objects of the Club. All positions are elected by the members of the Club at annual elections.

**The Langham Club is seeking a confident, experienced and people-focused Bar Manager to oversee the day-to-day management of the Club's two bars on behalf of the Management Committee.**

### **Key responsibilities**

- Ordering stock and supplies in line with anticipated demand
- Coordination and receipt of stock deliveries
- General cellar management and upkeep, including rotation of heavy beer kegs
- Cleaning of beer lines, coolers, glass washers and bars, monitoring and replacement of beer gases and general bar maintenance and upkeep
- Stock rotation and product range changes as directed by Management Committee
- Cashing up and reconciliation at end of day and end of week
- Coordination of visits from cleaners, tradespeople, musicians and other visitors
- Ensuring security measures such as closing and locking doors and windows and setting alarms are consistently performed

**600 Green Lanes, Harringay, London, N8 0RY**

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Proudly affiliated with the Working Men's Club and Institute Union (CIU)

## Vacancy: **Bar Manager (Permanent; Full-Time)**

### Desirable experiences and skills

- General management of equivalent premises
- End-to-end bar, cellar and stock management
- Excellent customer service, particularly when busy or under pressure

The successful applicant for the role of Bar Manager will be supported by a small number of additional part-time staff and will be expected to perform some line management duties.

Ideally suited to somebody with bar management experience living in the local area, this role will entail working approximately 38 hours per week spread across the following shifts, subject to flexibility or overtime as might be required:

- **Monday** 10am-2:30pm; 8:30-11:30pm **Tuesday** 4:30-7:30pm  
**Wednesday** Off **Thursday** 10am-2:30pm; 4:30-7:30pm **Friday** Off **Saturday** 11am-3pm; 6:30pm-12am **Sunday** 11am-3pm; 6:30pm-12am

### Package

This is a full-time position, including evening, weekend and Bank Holiday hours, offering a competitive salary commensurate with experience.

The successful applicant will be subject to DBS and referee checks.

Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task may not be identified here. The Bar Manager will be expected to comply with any reasonable request from the Management Committee to undertake work of a similar nature that may not be specified in this job description. The Bar Manager must also be willing to undertake any training relevant to the role that may be required.

There will be a probation period of six months.

**To apply for this position, please e-mail your CV and covering letter to the Club Secretary at [info@langhamclub.co.uk](mailto:info@langhamclub.co.uk) by noon on Sunday 31<sup>st</sup> October 2021. Interviews will take place during the week commencing Monday 1<sup>st</sup> November 2021**