Facilities

Dunwoody Country Club is one of the premier Private Country Clubs in the Atlanta area that strive to exceed the expectations of our membership. The Club is to provide our members and guests with a superior social environment which is second to none in golf, food, beverage, swimming and special events. The DCC Tennis Program is one of the largest tennis programs in the Atlanta Area. Dunwoody Country Club is located north of Atlanta just outside of I-285.

Job Description

As the Tennis Pavilion Manager you are responsible for the daily operations of Food and Beverage Program at the Tennis Pavilion, completing assigned job duties, and managing the floor and staff during his/her shifts. He/She will report directly to the Assistant Clubhouse Manager. The position will also begin its training through the Assistant Managers Program and be asked to assist in other areas of the clubhouse. Other duties will include:

- Manage all member issues professionally
- Bartending (including mixed drinks)
- Food preparation including: sandwiches, soups, and salads in a timely manner.
- Food Service: performing as a food attendant during league match days.
- Complete weekly schedules for staff
- Monthly training and education of staff
- Responsible for monthly revenues, expenses, and inventories of tennis pavilion
- Physical demands and stamina
  - Lifting and moving items as much as 50 lbs up and down stairs
  - Standing without relief, i.e. be able to be on your feet for long periods at a time.
  - Operating beer kegs: including tapping beer kegs, moving empty & full beer kegs, and problem solving minor issues with a beer draft system.
  - Stocking and restocking the bar to maintain full capacity.
- Constantly maintain a clean and safe work environment
- Anticipate the needs and concerns of the members and fellow employees in order to meet those needs in a timely fashion
- Attend weekly food and beverage staff meetings
Qualifications:
The candidate must have a four year hospitality degree or closely related and posses the following traits: energetic, strong-willed, determined, leadership capabilities, and a strong desire to learn and excel in club management. Prior Food and Beverage experience a major plus.

Salary:

To Apply:
Please email resume to Daniel Laterza, Clubhouse Manager
dlaterza@dunwoodycc.org