



Torriam Operating Partners Ltd



#JOB-2443346



The Shelbourne Hotel, 27 St Stephen's Grn,

Dublin 2, D02 K224



No of positions : 1



Paid Position



39 hours per week



36605.00 Euro Annually



16/04/2026



14/05/2026

How to apply

Application Method :

Not available



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Duty Manager

Application Details

In order to work in Ireland a non-EEA National, unless they are exempted, must hold a valid employment permit. Please review the [Eligibility and requirements for an employment permit](#) if you are unsure of your eligibility to apply for this vacancy.

Job Description

Previous experience in a hotel or large food & beverage operation

Excellent communication skills (verbal, listening, writing)

Flexible approach to work

Good time management and organisational skills

Capable of meeting strict deadlines, and following set schedules

Supports and conducts activities to drive financial results, guest satisfaction, human capital index and market share.

Strives to meet or exceed customer expectations. Lead F&B associates to deliver first class guest service at all times.

Assists in maintaining the Marriott culture.

Acts as a F&B Manager on Duty, leading F&B Supervisors and Associates

Supervises daily operation of all assigned outlets, including providing floor coverage during meal periods

Completes the F&B Duty Managers daily checks and tasks as assigned

Opens and closes shifts in accordance with the duty manager's checklist

Trains, maintains, and enforces all Shelbourne/Marriott service standards using use records, menus, and appropriate reference materials

Ensures that all F&B areas are fully supported and able to handle the volume of business, by checking frequently and assisting as necessary

Conducts taste panels and menu classes on a daily basis for restaurant and room service

Supervises responsible service of alcoholic beverages

Ensures that all side work is done on a daily basis

Manages an effective repair and maintenance program through the use of work orders, inspections, etc

Attends meetings as required

Carries out, within their capabilities, all reasonable requests by management

Effectively completes Food Production Management Training tasks within time guidelines

Maintains and supervises good housekeeping practices in all food production areas (including walk-ins and freezers), strictly enforcing the "clean as you go" policy. Ensure compliance with local legislation

Ensures that all workstations at the beginning and end of each shift are adequately set up or broken down for all meal periods

Constantly spot checks food and quality service during all meal periods to ensure that foods served meet portion control and quality standards

Performs as expeditor during peak meal periods

Assists in monitoring, receiving and proper storage of food and supplies

Completes reports as necessary

Complies with all current Marriott standard and local operating policies and procedures

Acts as a key role model in delivering exceptional guest service

Obtains feedback on product quality and service levels; effectively responds to and handles guest problems and complaints.

Monitors associate behaviour, performance and grooming,

Maintains superior relations with associates and responds to queries accurately and timely

Assists in interviewing, hiring and scheduling restaurant staff

Assists in the financial management of food and beverage function. (Driving Sales, Maximizing Profit, Payroll Management)

Ensures associate compliance with all financial policies and procedures (Beverage Controls, Cash Handling)

- **Sector:** accommodation and food service activities

Career Level

- Managerial