# **Maitre d'hotel – BLACKSWAN RESTAURANT**

# A NEW CHALLENGE ...

We're offering you the chance to work in our Gastronomique Blackswan Restaurant head by chef Vianney Massot inside Luo Hong Art Museum in Beijing, offering our customers a moment out of time.

Passionate about your job, you want to help customers discover the elegance of the creation, the delicacy of the story.

Joining us means helping to write a new art of culinary emotion, signed Blackswan Restaurant, with a natural benevolence, an attentive eye for detail and a tribute to French traditions in Beijing.

As an actor at heart, we're counting on you to don your Maitre D' costume and play your part in plunging our customers into the heart of the quest for perfect harmony.

## your daily tasks will be as follows:

- Do everything possible to ensure that the outlet is in optimum condition at all times.
- Checking all reservations at the outlet prior to service.
- Welcoming, guiding and placing guests in the outlet.
- Check that the cloakrooms are kept tidy.
- Ensuring that the service runs smoothly and taking part in all operations from customer reception to collection and departure in compliance with Blackswan Restaurant procedures.
- Suggest the menu and drinks and take orders, while providing guests with the best possible advice.
- Ensuring optimum guest satisfaction throughout the service.
- Carry out invoicing in accordance with Blackswan Restaurant procedures.
- Develop a commercial attitude that improves the performance indicators of the sales outlet and promotes all the services of Blackswan Restaurant.
- Implement the necessary resources to ensure that the point of sale is well coordinated with the kitchens and patisserie.
- Lead briefings in the absence of his/her line manager and check the knowledge of the teams.
- Assisting the Restaurant Manager with his or her tasks and ensuring that schedules are properly applied.
- Welcoming, training and coordinating, leading and organising the work of his/her team.
- Manage and raise awareness within the team of the need to manage operating costs.
- Participate in inventories.
- Participate in linen management (setting up, renewal, supply).
- Participate in cellar management.
- Forwarding information and ensuring good internal communication within the department.
- Comply with hygiene and safety regulations.
- Ensuring that all information and instructions relating to customers are passed on to all teams.
- Informing the hierarchy of any "abnormal" situation concerning safety or the risk of accidents to customers or colleagues.
- He/she supervises his/her team (hostess, chef de rang, commis, runner), and maintains a very high level of service with them and his/her customers.
- He/she has a perfect command of the menu and products and ensures that his/her team has a good knowledge of them and that quality standards are respected.

#### **PROFILE** required:

At Blackswan Restaurant, we are united by the quest for excellence, inspired by bold creativity, driven by sincere benevolence and guided by the quest for meaning.

You are...

A craftsman of fine hospitality, you are humble, precise and reliable.

Artisan Virtuoso, you are surprising, ingenious and elegant.

Artisan of Emotions, you are generous, kind and committed.

Artisan Entrepreneur, you are a mentor, supportive and responsible.

Because we're convinced that it's always easier to excel and give the best of yourself when you're part of a close-knit team, our Restaurant promises you an experience that's as much professional as it is human.

Our mission?

Reveal your human diamond by sublimating your uniqueness and your benevolence. If you're looking for a professional experience rich in learning, join us.

#### **JOB requirements:**

- Previous experience in a similar position in a luxury restaurant 2 or 3 Michelin star is essential.
- Strong culture of french Restaurant with a real " Maitre D' / "Host" fair and charm to entertain guest.
- Passion for gastronomy and hospitality
- Ability to adapt
- Sense of discipline
- Self-motivated
- Willingness to learn and progress in your field by taking part in all types of service team
- Convey a positive image of the restaurant through profesionalism and good attitude.
- Ensure that restaurant culture are explained to the team and correctly applied.
- Represent Blackswan restaurant by maintaining a polished image and a professional attitude.
- Be familiar with the standards and norms of Luo Hong Art Museum.
- Chinese and English is the primary language used in our Restaurant. You can comfortably communicate in this language. French will be a must.

## INFORMATION FOR CANDIDATES

Blackswan Restaurant was born of the desire to offer a unique, personalised and resolutely a moment out of time.

At Blackswan Restaurant, guests discover a new Art of Emotion, reinterpreted by our Artisans, in keeping with our mission: to touch the heart of every guest to make them happier.

We are committed to revealing the human diamond and touching the heart of each of our talents, so that you can achieve professional and personal fulfilment.