



JOB DESCRIPTION

Job Title: General Manager

Hours: 44 hours per week, including weekend work

Location: North Bar
24 New Briggate
Leeds
LS1 6NU

Reporting to: Head of Retail

Salary: starting from £23,400 depending on experience

Updated: April 2021

North was founded by John Gyngell and Christian Townsley, the brains behind legendary Leeds beer venue North Bar, which opened in 1997. Known as “the first craft beer bar in Britain”. North Bar influenced a new wave of modern beer bars and breweries across the country, including their own, with many citing the bar as one of the driving forces and influences behind the craft beer revolution in the UK.

We are looking for a confident and hardworking General Manager to join our North Bar Ltd team at our site in Oakwood- Preston. We are looking for someone that is willing to work hard, uphold the company values, share their passion about beer with customers and that, above all, enjoys their work.

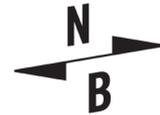
Preston is a cosy neighbourhood bar situated 5 minute’s walk from Roundhay Park and has been in the North family since 2013.

North offers a wide variety of staff benefits including 33 days holiday for management, a week of life leave separate from regular annual leave, a generous pension scheme, 2 weeks paid sick leave, an active staff Wellbeing Team to help support every member of North and a Health Cash Plan where you can claim for multiple health costs such as prescriptions, medical treatment etc...

Below is an outline of the tasks associated with this role, it is a non-exhaustive list:

Your day to day duties will vary, with various amounts of ‘firefighting’, this list is inclusive of but not limited to:

- Recruiting, training and managing staff
- Liaising with customers (including serving food and drink);
- Leading regular meetings to update and motivate staff



- Ensuring that high standards of customer service are maintained at all times;
- Stock management; undertaking regular stock checks, placing orders with suppliers deliveries and stock handling
- Responding positively to customer enquiries in every format (email, telephone etc), and building up a database of customers
- Running promotion campaigns to market new products, events and services
- Identifying opportunities and areas to improve and develop the services and facilities the venues have to offer
- Meeting revenue targets agreed with the directors for the venue
- Liaising with managers and staff at all of our venues as appropriate to ensure smooth operation.

Additionally, with the support of your team you will be required to maintain the following:

- Taking responsibility for pub safety and security
- Maintaining health and safety standards and venue maintenance at all times
- Ensuring that North adhere to various legal frameworks (this can involve a lot of paperwork)
- Upkeep of social media streams.

ESSENTIAL:

- Excellent communication skills, spoken, written and verbal
- Management skills and experience
- Highly organised and effective time management
- Leader and motivator
- Happy, sociable with a natural tendency towards being hospitable/attentive
- Experience in sales
- Working knowledge of using social media platforms
- Broad beer knowledge
- A desire to learn and share knowledge
- Computer literate including at least a basic working knowledge of Microsoft Word & Excel

DESIRABLE:

- Licensee/personal license holder
- Broad spirits and wine knowledge
- Barista skills
- An understanding of GP, management accounts/P&Ls, stock, etc
- Health & Safety knowledge
- Foody hygiene certification
- Basic working knowledge of Wordpress
- Hold clean UK driving license



What we can offer you beyond a salary

- **33 days annual leave (including 8 bank holidays)**
- **Compassionate leave separate from your annual leave allocation**
- **1 week 'life leave' – this is in addition to your annual leave and covers events that you might usually eat into your allowance for e.g. moving house**
- **2 weeks company sick pay**
- **Access to our Wellbeing Team**
- **Generous parental leave**
- **Staff discount on drinks and sustainably sourced merchandise**
- **Access to the staff Health Cash Plan. This allows staff to claim money towards prescriptions, dental care, contact lenses etc.**
- **Cycle Scheme and Tech Scheme**
- **Training and development opportunities**
- **An opportunity to work in a friendly, ambitious team at one of the UK's leading, and fastest growing, Independent Craft Brewers.**
- **The opportunity to learn about a variety of duties in a small and inclusive company. We get stuck in!**
- **Job security - as we continue to grow our brewery operation, we get busier and busier.**