

GENERAL MANAGER

About Toasty

Toasty is born from the love of avocados and great customer experience. We are a small women-owned local company, offering all types of avocado toast, delicious Sightglass coffee and healthy salads; we also offer corporate and private catering. Toasty was founded in 2017, and since then, we strive to offer nourishing food and unique experiences.

Apply to join our team and grow with us! We are located in the Marina/Cow Hollow neighborhood, near Union St. Our team is a talented, diverse, collaborative and fun collection of individuals.

Job Summary

The General Manager is responsible for day-to-day operations, ensuring general duties are performed to keep Toasty clean and running. Tasks will include inventory management, quality control, helping with hiring and training new staff, arranging catering orders, among others. Overall we are looking for someone to contribute in ensuring excellent service and quality of product.

Apart from the basic wages, we also offer sales training and commissions for any new catering clients brought into the company. We are looking for a right hand that wants to grow with us!

Duties & Responsibilities

Including, but not limited to:

- Help administer new product launching, promotions and seasonal events.
- Weekly inventory count through Google Sheets.
- Collect feedback for customers

- Understand company standards and culture, and pass along to new hires.
- Support manager in day-to-day task completion.
- Help manage deliveries, catering orders and special requests.
- Regularly inspect the store to assure food healthy standards are maintained at all times.
- General substitute for manager.
- Coaching existing and new employees to provide excellent customer service and consistent product delivery.
- Help in planning monthly employee outings.

Required Experience:

- Minimum High School Diploma/GED or Some College
- 2-4 year of food handling experience, Barista experience preferred.
- Detail oriented with excellent organizational skills and verbal and written communication skills
- Able to lift up to 50 Pounds.
- Time management, ability to prioritize.

Job Type: Full-time