

# hot cakes MANAGER

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## **Who are we?**

Hot Cakes Molten Chocolate Cakery is a dessert restaurant and brand. We have two locations in Seattle, as well as a line of retail desserts and confections sold nationwide.

## **Our Mission:**

Rooted in the PNW, we inspire and nurture our community by creating beautiful, organic desserts. We are dedicated to our employees and partnerships, and advocate for the preservation of wild and farm lands.

## **Your Mission:**

To make sure that Hot Cakes runs smoothly and efficiently, all day and every day while increasing profitability and adhering to our systems and processes. To ensure our employees are properly trained and both employees and guests are cared for, happy and inspired while maintaining and building our culture and brand identity.

## **Main job responsibilities:**

- EMPLOYEES. Hiring, firing, training, reviews, schedule writing, communication, leadership, paperwork, insurance, benefits.
- PROFITABILITY. Keeping labor costs and cost of goods sold in line. Utilizing spreadsheets and profit & loss statements.
- BUILDING & EQUIPMENT MAINTENANCE. Ensuring that all equipment is functioning properly.
- QUALITY CONTROL.
- INVENTORY MANAGEMENT.
- MANAGEMENT OF FRONT OF HOUSE. Maintaining ambiance & presentation standards, cleanliness, schedule writing, payroll, sales sheets, and tip distribution.
- MANAGEMENT OF BACK OF HOUSE. Schedule writing & keeping hours in line with our goals.
- SALES PLANNING & GOALS.
- CLEANLINESS.
- CONSISTENCY.
- BRANDING/MARKETING. Always staying on brand.
- EFFICIENCY. Making sure that we are always staying within budget, and finding the best ways to go about tasks while saving time.

**What we offer:**

Competitive pay

Health insurance

Gym & Phone Stipends

Monthly credit

Discounts

Generous dessert sampling

A fun team!

**TO APPLY**, please send your resume and cover letter to the email below.

Email: [jobs@getyourhotcakes.com](mailto:jobs@getyourhotcakes.com)

We're looking forward to hearing from you!