



**GEOFFREY
G. MURRAY**

FOOD & BEVERAGE
DIRECTOR



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yourwebsite.com

PROFICIENCY

- Knowledge
- Management
- Technical
- Leadership
- Planning

CAREER OBJECTIVE

Seeking a Food and Beverage Director position in an organization where I can utilize my skills and be an asset to the employer.

RELATED SKILLS

- Experienced in budgeting, forecasting, and capital expenditures.
- Familiar with the hotel and restaurant industry.
- Familiar with purchasing and operating restaurant POS systems.
- Knowledgeable of the principles and practices within the food profession.
- Knowledgeable of state, federal and local laws governing equal employment opportunity and civil rights.
- Knowledgeable of local competition and industry trends.
- Knowledgeable of Serv Safe sanitary procedures and health codes.
- Proficient in computer software including Microsoft Word, Excel and PowerPoint.
- Proficient in resolving customer issues and complaints as well as overall excellent customer service.
- Capable of making decisions in a fast-paced environment.
- Capable of interacting professionally with other departments and vendors.
- Capable of supervising managers and staff including performance reviews and progressive discipline when necessary.
- Capable of evaluating the quality of service and products.
- Capable of interacting with others while maintaining a positive and professional demeanor.
- Capable of traveling and working in a varying schedule.