

Interim General Manager

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Objective

Secure a Interim General Manager position with a company, where can grow and effectively utilize skills to successfully impact the company's day to day operation.

Skills

Management Experience, Customer Service.

Work Experience

Interim General Manager

ABC Corporation - 2009 - 2012

- Responsible for planning, organizing, implementing, monitoring and documenting programs (i.e. preventative maintenance, equipment maintenance, filters, etc.).
- Processes, maintains and reviews payroll records for the appropriate personnel.
- Ensures that all Club accounting standards are adhered to and all staff is correctly trained (i.e. appropriate charges are applied to Owner folio when applicable).
- Initiates, implements, understands and analyzes all accounting procedures to include weekly labor forecast, inventory procedures, monthly financial forecast, annual budgeting procedures, capital expenditures and month end analysis.
- Approves and submits all invoices for goods and services rendered on a timely and efficient basis.
- Responsible for implementing policies and procedures involving severe weather, safety and fire.
- \${job_description7}

Interim General Manager

Delta Corporation - -

- Coordinates, directs and manages the staff and everyday hotel operations to achieve profitability, guest satisfaction and efficiency while .
- Assisted in creating a drink and food menu for the bar Interviewed and hired employees for all departments Responsible for weekly liquor orders and.
- system Prepared all the staff checkouts at the end of the night as well as the daily deposits.
- Completion of and adherence to the 2016 budget Responsible for monthly Profit & Loss analysis First point of contact for the USDA Inspectors.
- then promoted to.
- Responsible for daily operations Assisted culinary team with new menu execution.
- This is Dummy Description data, Replace with job description relevant to your current role.

Education

M.A.T In Psychology - 1999(Grambling State University - Grambling, LA)