



FOX LAKE
G O L F C L U B

Est. 1922

FOX LAKE GOLF CLUB, INC.

N10500 INDIAN POINT ROAD

FOX LAKE, WI 53933

Bar Manager Job Summary

We are seeking a customer service-oriented, experienced, and organized bar manager to join the Fox Lake Golf Club and work with the General Manager. In this position, you will supervise, train, and schedule employees. You will ensure all health and safety procedures are met, and contribute to the overall success of the business. You will also assist in management of daily golf operations.

Bar Manager Duties and Responsibilities

- The managers 2023 employment will be from: March 5,2023-Nov 25, 2023
- The manager is responsible for the implementation, administration, and maintenance of all objectives, policies, programs, and fiscal practices for clubhouse operations.
- The manager will enforce the rules and policies of the Club.
- Ensure bar space follows all licensing requirements and health and safety guidelines
- Create bartender schedules
- Mix drinks, pour and serve wine, beer, and other beverages as needed
- Recruit, train, and supervise new bar staff
- Handle paperwork and other administrative duties
- Maintain stock levels and order supplies when necessary
- Address customer inquiries and complaints
- Oversee tee sheet
- Assist with golf leagues and outings

Bar Manager Requirements and Qualifications

- High school degree or equivalent; or relevant work experience
- Legally able to serve alcohol
- Willing to work nights, weekends, and holidays
- Ability to work independently, as well as lead, manage, and motivate a team
- 5+ years of experience working as a bartender
- Proven track record of providing excellent customer service
- Must pass a criminal background check

(continued)

Compensation

- \$15/hr + tips
- The Manager will receive a bonus in the amount of five (5) percent of “Net Ordinary Income” (as defined in the 2023 income statement) for the year of the contract is in effect.
- The Manager will receive a family membership and cart rental to Fox Lake Golf Club for 2023

Please submit resume and cover letter to foxlakegolfclub@gmail.com

Deadline January 15, 2023 with interviews to follow