



Food and Beverage Manager

Founded in 1897, North Andover Country Club, North Andover is the hidden gem of the Merrimack Valley. With just under 300 members, the club prides itself on the close relationships members and staff form with one another. Located on Lake Cochichewick, with amenities including pool, 4 har-tru tennis courts, 4 paddle courts, 9 challenging golf holes, newly renovated dining room and lounge, and an indoor trackman golf simulator, the club is a vibrant active space throughout the year.

The F&B Manager will be the most visible role at the club and directly accountable for all front of the house operations, specifically member dining, events, beverage, and poolside services. They will elevate the member experience and develop a standard of excellence while building relationships and surpassing member expectations. They will work closely with the Executive Chef and fellow department heads in developing service standards and programming geared to increasing member satisfaction. Building a cohesive service staff of both new hires and tenured employees that delivers a first-class member experience that is warm, and welcoming is a top priority.

Key duties of the CM/F&B Manager

1. Be responsible for management of the front of the house operations for all food and beverage, including member ala carte dining, pool snack bar as well as member and nonmember functions with a keen focus on helping members and guests enjoy the facilities and events at the Club. The food and beverage manager acts as the face of the club. Learning names and making each experience special is key to the success of this role
2. Direct the interviewing, hiring, onboarding and training of all front of house staff and provide clear and concise direction to servers, hosts, bartenders and housemen in all aspects of service and operations. The food & beverage manager works in tandem with the executive chef and the General manager to streamline successful operations.
3. Oversight of the beverage program to develop seasonal craft cocktail menus, maintenance of the wine list, ordering, receiving, inventory and adhering to

established beverage protocol. Managing reservations, planning for all member dining and events and maintain POS system “Jonas”

Experience and qualifications

5 years or more Food and Beverage experience, private club experience is a plus

Bachelor’s degree from an accredited 4-year program preferred

TIPS and SERVESAFE Certification

Compensation & Benefits Annual salary of \$65,000. The club offers, an extensive range of benefits, 401k, paid vacation, bonus program, and career development.

Position is available immediately

Send cover letter and resume to jisbell@northandovercc.com