



Title of Job Director of Training

LOCATION: Southeast

Posted: Dec '07

SUMMARY:

The Director of Training is responsible for the design, preparation, delivery and needs assessment of restaurant management training and development programs for the Company and its Brands.

This person is responsible for the development and implementation of a comprehensive curriculum for leadership and management involvement. Must design and deliver training materials and modules that ensure standards relative to Food & Beverage and drive Operations' Excellence, Guest Service, Sanitation, Safety and Team Development.

RESPONSIBILITIES:

1. Create, develop and implement progressive, comprehensive training and development
2. Develop both classroom and on the job programs to enhance operational skills of Management teams and hourly staff.
3. Collaborate with operations directors and managers to identify training and Development needs.
4. Ensure that corporate policies are uniformly understood and administered.
5. Ensure support and compliance with all appropriate federal, state and local laws and regulations.
6. Certify key training people to conduct staff training for their networks.
7. Continuously improve the course curriculum to assure new operational standards and "best practices".
8. Provide new training strategies to exceed the changing demand of the industry.
9. Prepare and maintain the training departments' budget.

REQUIREMENTS:

- Minimum 5 years of management experience.
- 7 plus years training experience, preferably within the hospitality industry.
- High degree of skill in project management.
- Excellent written and verbal communications skills.
- Excellent organizational and presentation skills.
- Ability to influence and partner with all levels/departments of organizations.
- Ability to proactively identify needs and develop programs to meet business objectives.
- Ability to produce, analyze and measure results of training programs.
- Ability to establish priorities and re-evaluate them based on business demands.
- Ability to facilitate and deliver training classes to diverse audiences.
- Knowledge of federal and multi-state labor and employment laws.
- Proficient in MS Word, Excel and PowerPoint. Experience in POS Systems preferred.
- Some travel is required.
- Ability to work flexible hours.

EDUCATION: The successful candidate will possess a bachelor's degree in Business Management, Organizational Behavior or a related field.

SALARY: \$85k-\$95k + + + + great incentive bonus program.

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Dick Wray shall provide equal employment opportunity to all qualified candidates, and will refer candidates without regard to race, color, religion, national origin, sex, age, disability, veteran candidates without regard to race, color, religion, national origin, sex, age, disability, veteran status or any other legally protected basis. Dick Wray shall comply with all applicable laws, rules and regulations in the performance of duties pursuant to this Agreement, including but not limited to, Title VII of the Civil Rights Act, the Age Discrimination in Employment Act, the Americans with Disabilities Act, and state and local anti-discrimination laws to the extent applicable.