



## **SALARIED CAREER OPPORTUNITY**

**Employment Posting Number – 341GM-171021**

<b>Position Title:</b> General Manager	<b>Application deadline:</b> October 21 <sup>st</sup> , 2017
<b>Reports to:</b> Jeff Maughan, Director Operations	<b>Location:</b> Landmark Soo – Weyburn, SK
<b>Employment Status:</b> Full-time salaried	<b>Application type:</b> Cover letter & resume

**WHO WE ARE:** We're Landmark Cinemas Canada, the second largest motion picture theatre exhibition company in Canada. From a single screen in 1965, today the Company continues to provide the perfect setting for popcorn munching Movie Lovers to connect and share the perfect movie-going experience on 303 screens throughout Western Canada, Ontario and the Yukon Territory including five IMAX®, four 'Extra' and the new extra-large 'Xtreme' screen theatre. We are connected to the communities we serve and our Cast and Crew are proud to support Kids Help Phone programs and initiatives.

**THIS ROLE TAKES PLACE:** At Landmark Soo located in Weyburn, SK. This location features 1 large screen, with crystal clear digital sound. Food offerings include our delicious popcorn and ice-cold Coca Cola beverages and a selection of sweet treats.

**WHO YOU ARE: You are a Movie Lover.** You possess a passion for everything movies and are eager to create movie memories that last a lifetime. You are prepared to lead the team in delivering the ultimate movie-going experience, from perfectly prepared popcorn and ice-cold Coca Cola to a flawless screen presentation. You are a detail-oriented collaborative leader who is driven by results and has a passion for Guest Service. In the perfect world, you'll have previous experience in the entertainment or food service industry and the ability to multi-task and play a leading role in this fast paced and exciting environment!

**THE STARRING ROLE:** As the General Manager you will play the leading role in the theatre. Accountable to oversee the complete operations of the building, working closely with your operations director in achieving targets, forecasts and budgets. You will lead by example in all areas upholding and directing others in the Company values, programs, policies and procedures. Ensuring your cast and crew consistently deliver the ultimate movie going experience making Landmark Cinemas the favorite place for Movie Lovers to gather.

### **JOB DUTIES & RESPONSIBILITIES:**

- Review, adjust and execute on business & financial plans for theatre (Including: Operational goals, budget, Human Resources, assets, attendance levels, food services, marketing & community involvement).
- Select, train & develop a team of Cast, Shift Supervisors & Managers focused on Guest service.
- Administer & operate all pertinent systems (POS, audit documentation, training & projection).
- Communicate on an ongoing basis with theatre supervisory and management, as well as the Director of Operations by attending all scheduled meetings and by use of the communication tools provided.
- Communicate and respond to outside resources including Emergency Service personnel, Cinema Support personnel, Director of Operations, Suppliers, Contractors, and Community Groups to identify and resolve daily operational issues or concerns; as needed.
- Greet & engage Guests and make them feel special – helping to create movie memories that last a lifetime
- Develop a succession plan & provide consistent performance feedback to all levels of Cast and address performance issues in a timely manner using effective performance management tools.
- Participate as an active member of the local community.
- Work safely and ensure all levels of Cast are made aware of and follow safe work practices. Be prepared to respond in the event of an emergency situation as required – including the coordination of Guest evacuation.



**REQUIREMENTS:**

- Proven track record in a leadership role within a fast-paced environment.
- Commitment to excellence in Guest service with proven ability to maintain significant attention to detail.
- Minimum 3 to 5 years' experience motivating and managing a dynamic team to achieve positive results in a timely manner.
- An individual who sets actionable goals; takes the initiative to deliver; shows persistence in problem solving while keeping others focused on results.
- Proficiency with financial statement analysis, food production and revenue control procedures and related systems an asset.
- Completion of a post-secondary school program with a focus on business acumen, hospitality, entertainment and food service management would be considered an asset.
- Excellent written, verbal and listening communication skills and proficiency with Microsoft Word & Excel software.

**If you require assistance or an alternative accessible format, due to a disability, in accessing or completing any aspect of the application process, please contact Human Resources at [accessibility@landmarkcinemas.com](mailto:accessibility@landmarkcinemas.com) or 403-254-3983.**

*This position is eligible for relocation assistance.*

**ONLY QUALIFIED APPLICANTS WILL BE CONTACTED**  
Please quote employment posting number **341GM-171021**  
Email: [resumes@landmarkcinemas.com](mailto:resumes@landmarkcinemas.com)