



BARS MANAGER

Reports to

Hours Full time (40 hours per week)

Location SWG3 Office, Glasgow

Salary £33.5k

About SWG3

SWG3 is one of Scotland's leading independent venues – a place where creativity, community and commerce collide. What began as a group of artists' studios in a derelict warehouse has now evolved into one of Europe's most credible and loved multi-discipline arts venues; a collection of atmospheric spaces alive with art, design, music, fashion, food, shopping and nightlife.

Everyone knows SWG3 for a different reason, in a slightly different way. Sweaty gigs, pulsing club nights, experimental arts performances, global brand activations, fashion shows, a studio space – the variety of what goes on here is unparalleled in the city. And, through our exciting and ambitious Masterplan, the company is continuing to grow and evolve in even more ways, becoming a major cultural destination and tourist attraction for Scotland.

About this role

We're on the lookout for a passionate and experienced Bars Manager to take the reins of our bars department at SWG3. If you're a dynamic professional with a strong track record in bar management and thrive in high-energy, high-volume environments, this is the perfect opportunity for you.

As our Bars Manager, you'll be at the heart of the action, leading a talented team to deliver exceptional service and create unforgettable experiences. You'll oversee every aspect of bar operations, ensuring everything runs smoothly, efficiently, and with a sense of excitement. From crafting staff rotas that align perfectly with our busy events to recruiting, onboarding, and training new bar staff to our high standards, you'll be instrumental in shaping a strong and motivated team.

You'll play a key role in driving the commercial success of the bars, managing stock levels, maximizing revenue opportunities, and controlling costs. By analyzing sales data and customer trends, you'll ensure our bars remain profitable while consistently delivering an excellent customer experience.



BARS MANAGER

Key responsibilities

Staff Management

- Lead, train, and manage the bar management team, bar supervisors, and bar staff
- Develop and manage the staffing rota to ensure all events are properly covered
- Oversee recruitment, training, and development of new and existing staff, supporting their professional growth

Stock Management

- Conduct weekly line checks to ensure stock accuracy, identifying and rectifying any discrepancies
- Perform monthly stocktakes with an external auditor to maintain accurate stock control
- Monitor and analyze bar performance to drive efficiency and profitability

Financial Management

- Manage bar financials, including budget control, pricing strategy, and wage cost management
- Oversee staff timesheets, ensuring accurate and timely submission to accounts
- Monitor, maintain, and improve GP margins, aligning pricing strategy with profitability goals
- Analyze sales data to optimize pricing, reduce waste, and boost revenue generation

Licensing and Compliance

- Ensure full compliance with the Licensing (Scotland) Act 2005
- Adhere to health and safety regulations, including developing and reviewing Standard Operating Procedures, Safe Systems of Work, and risk assessments
- Ensure compliance with venue policies and procedures

Maintenance and Cleanliness

- Maintain high standards of cleanliness, hygiene, and equipment upkeep across all bar areas



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What we're looking for

- Proven experience as a bar manager in a high-volume venue
- Strong leadership and management skills, with experience in staff training and development
- Solid knowledge of stock control, ordering, and managing supplier relationships
- A deep understanding of the product range, including current trends and emerging drinks, and a strong awareness of the industry and wider market dynamics
- Understanding of licensing laws, health and safety regulations, and best practices in bar management
- A proactive problem solver with the ability to thrive in a fast-paced environment
- Strong financial acumen, with experience in cost control and budget management
- Experience working in a music venue or club setting is desirable
- Experience using EPOS systems
- Proficient in Microsoft Office 365
- Personal license is essential

Hours and location

This is a full-time role of 40 hours per week. Whilst our office hours are 10am - 6pm, Monday to Friday, as a live events venue, evening and weekend work may be required.

How to apply

Please submit the following to hr@swg3.tv by **Monday 14th April**:

- covering letter (no more than one side of A4)
- CV

If you have any questions regarding this position, please email hr@swg3.tv