



## General Manager: Singita Premier Wine Division

STELLENBOSCH, SOUTH AFRICA

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### Key Responsibilities

The SPWD GM oversees the division by working alongside the sourcing specialist and maturing, supplying and recommending wines to all the Singita properties. The GM offers leadership, accountability, encouragement and training to the lodge Sommeliers (in their capacity as guest-facing team members who showcase the Singita wine programme).

The SPWD GM reports to the Operations Director.

- **General Management**
- Manage stock levels at the Woodmill Storage Facility (Stellenbosch), along with par levels at the South African properties.
- Enhance commercialisation of the division by driving sales to direct enquiries and past guests.
- Storage and stock control management with a focus on Bulk Storage Facilities
- Monitoring of financial results.
- Oversee the development of the export wine consignments channel.
- Analysis of wine consumption to identify efficiencies.
- Foster relationships, both internally and externally.
- **Support to lodge operations**
- Lodge visibility for the purpose of relationship-building.
- Provide talent acquisition assistance and technical insight into the recruitment process.
- **Training and development**
- Lodge visibility for the purposes of training and development of all wine-related positions (Sommeliers, wine stewards, waiters, chefs)
- Delivery and coordination of training required to ensure the success of the wine programme.

### Key Responsibilities Continued

- **Administration and coordination**
- Ensure all licensing and liquor retail legislation is adhered to.
- Ensure SPWD SOP's are implemented and maintained.
- Coordinate the Sommelier team to facilitate carry-on purchases as well as export sales for guests.
- Collaborate with the Sommelier team in assisting with maintaining stock levels and the appearance of lodge cellars.
- Coordination of accurate wine listing for guests

### Skills & Experience

- Minimum of 5 years in a senior leadership position.
- Relevant tertiary and WSET qualifications
- Excellent verbal and written communication skills.
- Computer literate.
- Well-developed EQ.
- Sound general business acumen.
- Ability to multi-task and meet daily deadlines.
- Must be able to work well under pressure.
- Use his/her initiative.
- Attention to detail.
- RSA nationality or valid work-permit.

To apply email your CV to [SMCcareers@singita.com](mailto:SMCcareers@singita.com) or visit:

[www.singita.com/about/careers](http://www.singita.com/about/careers)