

Job Description – Catering Supervisor

Conkers Discovery Centre – Swadlincote

We are seeking an enthusiastic, hands-on individual to join our team and assist our Catering Manager to effectively manage all Food & Beverage Operations and ensure a superb choice of food and drink offerings that meet the business expectations and budgets.

This role has pivotal responsibility for providing seamless, excellent Customer Service standards and delivering quality food items to our customer. Maintaining a high standard of all legal requirements in relation to food and beverage areas are implemented and adhered to across the site at all times.

What you need to be successful:

- A minimum of 2 years hospitality experience is essential in all catering areas, including cooking food items for service, counter service, table service and corporate events
- Previous supervisory experience preferred but not essential
- Excellent communication skills
- Food Hygiene Certificate (Level 2 or above)
- A degree of flexibility and the ability to think on your feet is crucial

Main responsibilities

- Play a physical and proactive role in the supervision of Discovery & Waterside Catering Operations, which include kitchen areas, cafes, kiosks, vendors and function suites
- Food preparation, presentation and service whilst meeting quality, hygiene and safety standards
- Work flexibly across the site where possible to support the business as and when required, including evening and weekend shifts.
- To lead and motivate catering staff ensuring adherence to procedures relating to money handling and the opening and closing of each area.
- Ensure you as the supervisor and all the staff are adhering to the Government Food Hygiene and Health & Safety guidelines, and any policies, procedures and paperwork that have been laid out by the Company.
- Support the Catering Manager in maintaining stock levels, rotation and date compliance
- Conduct kitchen and counter closedown checks in line with company paperwork
- Proactively oversee the smooth running of the kitchens ensuring high standards of food is produced and served to the customer.
- Promote the importance of allergen awareness across the tram and ensure correct implementation across both sites.
- Oversee confectionary vending machines to ensure they are fully stocked and date checked on a regular basis.
- Train and organise the team to set up conference rooms for bespoke events and ensure high levels of Customer Service are adhered to.
- Proactively ensure all Guest Experience is second to none by developing a culture of helpfulness
- Responsible for setting up and packing down kiosks and restaurants at the beginning and end of each season
- In the absence of your line manager, support with the production of staff rotas, staff management and ordering stock as and when required.

Minimum of 30 hours per week

Full time, permanent position.

For more information email catering@visitconkers.com or to apply please complete the application form and email over to the above email address.