

JOB DESCRIPTION

Kitchen Supervisor

Please apply for this role by sending your cv and cover letter to
recruitment@continuumattractions.com

PURPOSE OF THE JOB

To lead and manage the kitchen operation, ensuring the commercial success of the cafe and enhancing its quality of food safety, quality and presentation.

KEY ACCOUNTABILITIES

- Deliver the highest standard of food production on site, ensuring consistency, efficiency and quality.
- Ensure compliance with statutory legislation, in particular Food Hygiene Regulations, COSHH and accident reporting.
- Lead the kitchen team through effective management, building team spirit and driving performance through good channels of communication within the department and the wider attraction
- Maintain the overall presentation of the kitchen, food and chemical storage areas.
- Accountable for the delivery of departmental KPI's through the monitoring of the Performance Development process and assessment of training needs.
- Through active monitoring ensure compliance with all appropriate legislation and company policies to ensure the Health and Safety of the kitchen and team.
- Maintain and develop systems with the Cafe Manager, to control and manage aspects of all Café and event stock aimed at ensuring minimised wastage and minimised stock holding.
- Achieve the budgeted cost of sale and gross profit targets by entering all delivery notes and invoices, checking prices and managing the recipes.
- Support peak trading times as appropriate to include working at weekends and appropriate evenings.
- Assist with recruitment and training of the kitchen team in line with company recruitment and training procedures, including the monitoring of team performance and ensuring their compliance with all EHO regulations.
- Maintain a high level of personal hygiene and presentation within the workplace at all times; and ensure that the team within the kitchen follow regulations regarding uniform and personal hygiene

- Support departmental and site training as and when required including regular practice of fire procedures, evacuation process, food safety and Health & Safety training.
- Produce hot and cold food in accordance with the menu, guidelines and time limits ensuring consistent food quality and presentation as per specification sheets
- Continually review standards through means of internal and external quality auditing and report upon shortfalls in presentation.
- Ensure that the kitchen facility meets the highest standards with regard to its product selection, speed and quality of service, presentation and hygiene standards.
- Monitor, review and control use of resources to ensure expenditure is controlled within the budget throughout the year to achieve or exceed the wages to sales budget.
- Work alongside the Café Manager to complete a monthly stocktake, identifying any variances and take appropriate action.
- Assist with menu planning costing and food development for the seasonal menu changes.
- Observe and report immediately any incidents, which may affect the health and safety of other team or guests of the attraction.
- Attend all training sessions and team meetings as required.
- Work towards objectives and personal development blueprint.
- Ensure that all policies and procedures are adhered to
- Identify any suggestions for improvement to enhance the guest experience within the attraction.

This job description is not exhaustive and other duties or tasks may be required as specified from time to time in accordance with the job role

ATTRACTION/OFFICE SPECIFIC REQUIREMENTS