

## Catering Manager (Maternity Cover)

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Company: Arena Racing Company

Location: Trimsaran

Category: other-general

## Catering Manager (Maternity Cover)

We are looking for a passionate and knowledgeable Catering Manager to join the team at Ffos Las Racecourse.

**Please Note: This role is a FTC for up to 12 months covering Maternity leave.**

### What is ARC?

We embrace diversity

We develop our people

We care for our visitors

We think about our impact

We are proud of our sport

### Work Perks of being a Catering Manager...

Annual passes to attend any of our 21 venues

Discounted food & ARC days out

Cycle to work scheme

Holiday allowance increasing with length of service up to 28 days

Company life assurance scheme

Discretionary group annual bonus schemes to reward your hard work

Support with study through our study assistance schemes

And so much more...

## **Responsibilities**

Responsible for on Safety and Food Safety practices.

Assist in completing monthly department stocktakes for food and beverage.

Create working rotas for the site for set-ups and delivery schedules.

Ensure that all safety policies are in place and being followed and that all staff are wearing the correct PPE.

Work with head chef to ensure consistent recipe compliance.

Maintains sufficient staffing with respect to the needs to control labour costs.

Evaluates, responds, and makes recommendations based upon customer needs to maximize customer satisfaction.

Supervises culinary staff to ensure quality services are provided in a challenging and rewarding work environment.

Obtaining feedback on food and service quality, and handling customer problems and complaints.

Implementing hygiene cleaning policies and examining equipment for cleanliness.

Coordinating tasks from a culinary perspective from food preparation to food service on an operational day.

To be in the kitchen and front of house operations as required

Reviewing staffing levels to meet service, operational and financial objectives.

Hiring and training kitchen staff, such as cooks, and kitchen porters.

Performing administrative tasks, taking stock of food and equipment supplies, and doing purchase orders.

Ensuring promptness, freshness, and quality of all food

Rotate stock in culinary and retail as required, with date labels all products as needed.

Review all products on site and storage.

Liaise with all stakeholders on course and off course in a timely manner.

Ensure that all safety policies are in place and being followed and that all staff is wearing the correct PPE.

Basic food hygiene certificate.

Responsible for staff training on Safety and Food Safety practices.

Responsible for food audit and the preparation for these yearly/monthly.

To make sure all paperwork is filled out in a timely manner and stored for reference.

### **About the role:**

The Catering Manager will be responsible for effective and efficient management of the operating staff towards direct customer satisfaction and consequent financial success.

Responsibilities include all front and back of house, conference and banqueting, food and beverage services and associated staff across Ffos Las Racecourse.

Working in conjunction with the General Manager to maintain consistent operational standards, leading the event management team in the planning and efficient delivery of all race day and non-race day events provision at Ffos Las Racecourse.

### **The person we are looking for as a Catering Manager has.....**

- Proven leadership skills and ability to motivate and manage all levels of staff.
- Proficient in IT in Word and Excel.
- Strong experience in food production, food handling, and visual presentation of the food.
- Ability to function well in a team-oriented environment.
- Ability to meet deadlines and work under pressure.
- Advanced knowledge of food profession principles and practices.
- A knowledge of human resources management.
- 2+ years culinary education.
- 2+ years' experience in similar chef/manager position.
- Good communication skills

For more details on the key responsibilities of this role, please see attached Job Description.

We are on a thrilling journey. So, to join us at our next destination, be part of a winning team

and to learn more about our company and this exciting opportunity apply today!

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