Area Catering Manager (Commercial) Grade 11 – Focus Sheet

Role Description

To be read in conjunction with the Area Catering Manager – Grade 11 Job Profile.

In this role you will be responsible for managing and developing the commercial portfolio, which currently includes The Conservatory @ Greenhead Park, Oakwell Hall Ice-cream parlour, Spen Valley Leisure Centre Café and three supported living Bistros.

There are also plans for rapid growth over the next few years to further increase this portfolio linked to other capital development schemes connected to The Cultural Heart Programme and the Town Centre Blueprint for Huddersfield and Dewsbury.

Specific Roles and Responsibilities will include:

- Engage with a variety of people to develop relationships to promote the service to users and external partners.
- Identify opportunities for new business growth
- Operational & financial performance within the commercial portfolio
- Health Safety and Food Safety legislation
- Management of allergens
- Recruitment, training, and employee development
- Manage HR in line with policies and procedures
- Motivate, enthuse, and inspire your teams
- Implement initiatives to improve quality and customer service outcomes
- Delivery of exceptional customer service
- Work to targets and KPIs'
- Maintain systems & processes

Knowledge, qualifications, skills, and experience	Shortlisting criteria
Commercial background in relation to public, private and third sectors	Essential
Experience and ability to manage functions, small weddings, christenings etc	Desirable
Experience and ability to promote the service and enact a commercial marketing plan to recognise business opportunities.	Essential

For Office Use Only:

Job Category	Growth & Regeneration	Grading ID	65620
Job ID	80100409	Last Updated	07/01/2021
Job Focus	Yes	Career Progression	No

Contractual Variants

DBS Category	No	DBS Type	No

Health Check	No	Politically Restricted	No
24/7 working	No	Public Holidays	No
Night Working	No	Alternating Pattern	No
Standby	No	Other	No