



Casual Catering/Hospitality Supervisor– Job description

Grandstand Stoneleigh Events (GSE) is the venue manager for NAEC Stoneleigh. The venue hosts over 200 events a year. These range from large business to business events, large business to consumer events, the corporate conference market, outdoor events, as well as many special interest and participant events.

This role is perfect for individuals looking to excel their career within the events catering industry. This role will ensure the smooth running of operations, all aspects of staff supervision and delivering exceptional customer service.

KEY RESPONSIBILITIES

- Ensuring all deliveries are checked and stored promptly and correctly
- Supervising a team, creating a positive environment where the team feel welcomed and supported
- Assisting with food preparation, service and cleaning when required.
- Being a responsible key holder
- Producing weekly rotas following the manager's guidelines
- Working with the wider catering team, to ensure stock levels are monitored and notifies the catering manager or head chef of items that need to be replenished
- Delegating where necessary and ensuring the team are always proactive
- Complying with Food Handling & Hygiene standards
- Complying with Health & Safety regulations
- Any other F&B duties that assist the team to provide exceptional customer and client service

REPORTING LINES

- This role reports to the Catering Operations Manager.

SKILLS AND EXPERIENCE

- Previous experience supervising hospitality teams within a similar environment
- Food Hygiene level 3- dated within the last 3 years
- Food allergen training- dated within the last 3 years
- MS office competent
- Excellent communication skills with a focus on great Customer Service
- A can-do attitude and be a team player
- Self-motivation and be able to use own initiative
- Ability to work under pressure whilst maintaining a positive attitude

WE OFFER

- Competitive salary
- Zero-hour contract with hours to fit around other commitments
- Free meals whilst on duty
- Paid holiday allowance
- Free parking onsite