

PERSON SPECIFICATION

POST: KITCHEN SUPERVISOR

Please ensure that you show **how** you meet the following requirements when completing your application form.

ESSENTIAL REQUIREMENTS	METHOD OF ASSESSMENT
QUALIFICATIONS <ol style="list-style-type: none"> Min of 1 year catering: 2 years Hold a current Basic Food Hygiene Certificate preferred 	<p>App Form/Interview App Form/Interview</p>
SKILLS AND KNOWLEDGE <ol style="list-style-type: none"> Previous supervisory role in a kitchen/catering environment for a minimum of 30 covers Monitor inventory levels of ingredients and supplies, placing orders as necessary. Ensure compliance with food safety regulations and maintain cleanliness in the kitchen at all times. COSHH and understanding of HACCP Ability to plan and prepare creature comforts, as well as bring new and tasty ideas to the menu Have caring, calm and compassionate nature, with the ability to communicate with others on various levels Experience of menu planning, costing, budgeting and establishing financial targets. Collaborate with management to develop new menu items and enhance existing offerings. Supervise, manage and train kitchen staff, ensuring effective teamwork and communication. Fostering a positive learning environment. Excellent communication skills and ability to interact with staff and volunteers Computer literate with knowledge of Microsoft packages 	<p>App Form/Interview App Form/Interview App Form/Interview App Form/Interview App Form/Interview App Form/Interview App Form/Interview App Form/Interview App Form/Interview App Form Interview</p>
ABILITIES <ol style="list-style-type: none"> Ability to work well under pressure in a fast-paced environment while maintaining attention to detail. Ability to negotiate contracts with suppliers Capable of planning new promotions and initiatives and contributing to business development. Genuine enjoyment of cooking and knowledge of preparing food for a culturally diverse clientele Excellent organisational and time management and delegation skills. 	<p>App Form/Interview App Form/Interview App Form/Interview App Form/Interview App Form/Interview</p>

OTHER CRITERIA 19.Flexible approach to working hours 20.Smart and professional appearance 21.Team building skills	App Form/Interview App Form/Interview App Form/Interview
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Ref: PersSpec: Kitchen Supervisor – May 2025