



Job Vacancy Information Pack

Post: Wilds Bistro Kitchen Manager

Job Reference: EX393 (please quote on application form)

This pack contains all the information you need to know when applying for a vacancy at Yorkshire Wildlife Park, included in the sections below:

1. Important Information
 - Useful information about the recruitment process, equal opportunities, company & departmental information.
2. How to apply
 - Accepted methods of application and how to submit.
3. Application form
 - Yorkshire Wildlife Park encourages green practices. Please reduce your ecological footprint by completing the form electronically and returning via email.
4. Job Description
 - A breakdown of the vacancy and what is expected from the successful applicant.
5. Job and Person Specification
 - A list of essential and desirable criteria for the post.

Important Information

The Organisation

Thank you for your interest in our advertised vacancy. Since its opening in 2009, Yorkshire Wildlife Park has evolved to become the UK's number 1 on-foot safari. We feature walkthrough exhibits that take the guest directly into the world of the animals. A dynamic centre for conservation and welfare, the park currently has around 400 animals across 70 different species. We aim to provide a quality, value for money experience that excites and inspires our guests.

Equal Opportunities

Yorkshire Wildlife Park is committed to equal opportunities in all aspects of recruitment and employment.

Job descriptions and person specifications define the qualification, experience and other skills required for the post and will only include those factors which are necessary and justifiable on objective criteria for the satisfactory performance of the job.



As part of our commitment to equal opportunities we are monitoring job applications for equality purposes. To help us in our endeavours we ask you to complete an equal opportunities monitoring form at the end of the job application form. The equal opportunities monitoring form will be detached from your application form, stored separately and used solely to provide statistics for monitoring purposes.

Yorkshire Wildlife Park's Mission Statement

To create a dynamic, interactive experience and regional centre of excellence for the conservation of biodiversity globally and locally that is sustainable both for the environment and the business. To promote a wider understanding of the natural world and inspire generations to support and protect the world around them.

Wilds Bistro at The Hive - Yorkshire Wildlife Park

Wilds Café-Bistro is an exciting new contemporary destination at the Yorkshire Hive. Our informal Café-Bistro with a buzzing atmosphere is open from morning till late. Delicious breakfast, lazy lunches, afternoon tea and dinner or just a coffee and cake, there is something for everyone, at any time. It offers a relaxing pause in the day for visitors to the Wildlife Park or the Hive, or a casual dining venue in the evening for an inviting atmosphere and great service, for an inspirational signature dish in the bistro, or a snack at the bar or on the sunset terrace overlooking the Park.

Wilds Café-Bistro is open to visitors to the Hive, to the Yorkshire Wildlife Park and is the main restaurant for guests at the Hex Hotel.

Use of Curriculum Vitae (CVs)

Our policy is to recruit and employ our employees on the basis of their suitability for the vacancy.

An application form allows us to compare individuals based on the same criteria and as such we do not accept a CV unless it is accompanied by a fully completed application form.

Shortlisting

To ensure that the people we employ are matched to the role and our business aims, we operate a robust shortlisting procedure which involves a two-stage interview process. Candidates should ensure before they apply for a position with YWP, that as a minimum they meet the essential criteria outlined in the person specification and are available to attend interviews on the dates outlined on the job specification.

Due to the volume of applications we receive, it is our policy not to inform candidates who have not been shortlisted to interview stage. If you do not hear from us within one month of the closing date, we will have decided not to take your application any further.



Pre- employment Checks

All offers of employment are made subject to the following criteria:

Proof of eligibility to work in the UK and two satisfactory references.

How to Apply

All applicants are required to fully complete the YWP application form in order to be considered for any vacancy. You should refer to the person specification when completing Section 5 of the application form as this is the criteria we use to measure you against.

Complete application forms should be returned to the HR Department by midnight of the closing date specified. Late applications will not be accepted under any circumstance.

Yorkshire Wildlife Park promotes green practices, please support us in our endeavours by completing the application form electronically and returning via email.

A CV can be used as a supportive document to the application form but cannot be used to replace any part of the application form. Applicants who have used their CV to replace parts of the application form will have their application rejected.

Complete application forms should be returned to the HR Department via email:

recruitment@yorkshirewildlifepark.com

Application Form

The YWP application form is available to download from the vacancies page of our website in pdf and word format.



Job Description

Job Title: Kitchen Manager
Reporting to: General Manager
Department: Wilds Bistro at The Hive

Primary Responsibilities

- To open and establish the kitchen operation at Wilds Bistro.
- Actively involved with the development of the food offer.
- Inspire and direct the kitchen team to deliver a truly memorable food experience.
- Maintain exceptional business standards, meeting challenging financial targets.

Key Work Objectives

- Day to day operational management of a busy Bistro kitchen.
- Recruitment, training and ongoing development of a large kitchen team.
- Motivate, inspire, and retain the team.
- Drive an exceptional food quality culture.
- Drive an exceptional food safety culture.
- Passionate about influencing the continuing improvement of the food offer.
- Schedule staff to meet customer needs in a challenging sales environment.
- Meet challenging financial targets.
- Maintain a safe and secure environment for guests and employees.

General

- Proactive with a strong drive to succeed.
- Maintain high levels of professionalism, service and personal appearance.
- Undertake any other reasonable duties which may be requested of you by the senior management team.
- Responsible for compliance with health and safety regulations.



Job Specification

Job Title:	Wilds Bistro Kitchen Manager
Reporting to:	General Manager
Working Hours:	40 hours per week, normally worked on any 5 days over 7, in accordance with business requirements.
Salary:	Competitive
Contract:	Permanent (subject to the successful completion of a probationary period)
Purpose of role:	To take full responsibility for the general management of a restaurant kitchen operation.

Main Duties & Responsibilities:

- Ongoing development of the food offer.
- Day to day operational management of the kitchen.
- Maintaining excellent levels of food quality
- Recruitment, training and development of the kitchen team.
- Maintain exemplary health & safety standards.
- Manage stock levels & wastage.

Candidate:

The ideal candidate will have previous experience of managing a commercial kitchen and enjoy working in a high energy, vibrant environment. They will be passionate about driving sales and delivering exceptional food. They will thrive on leading and the development of a large team and will want to be instrumental in the ongoing development of all aspects of the food offer.

Start Date: As soon as possible

Closing date for applications: Sunday 5th December 2021

Interviews to be held: Dates to be confirmed



Person Specification

JOB TITLE: Kitchen Manager

Assessment Criteria	Essential (E) Desirable (D)
Experience	
Management and leadership of a restaurant kitchen	E
Opening a new business from scratch	D
Food & menu development	D
High volume food sales	E
Skills/ Abilities	
Good communicator – verbal and written	E
Passion for food and guest service	E
Training and development of a kitchen team	E
Inventory management	E
Ability to work flexible hours including evenings and weekends	E
Leadership and organisational skills	E
Knowledge	
Food & beverage	E
Cooking process	E
Gastronomy	E
Staff & professional development, motivation & leadership	E
Stock & waste management	E
Profit & loss account/ income statement	D
Staff scheduling	E
Qualifications	
Level 2 Food Safety Award	E
Diploma and/or Degree in catering or hospitality subject area	D
Level 3 Food Safety Award	D