



Job Vacancy Information Pack

Post: Executive Chef

Job Reference: EX655 (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 475 animals across more than 60 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.

Hospitality at Yorkshire Wildlife Park & The Yorkshire Hive

Hosting a wide array of eateries, ranging from takeaway outlets and ice cream kiosks to themed and fine dining, there is a role that suits everyone within our diverse and energetic hospitality team. The team work in a dynamic and fast paced environment to provide the very best food and beverage experience for our guests.

Use of Curriculum Vitae (CVs)

Our policy is to recruit and employ our employees based on 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.

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 to the following email address 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: Executive Chef

Reporting to: Head of Catering

Department: Catering

Primary Responsibilities

Responsible for the strategic and operational management of the Chef team and food and beverage offering at Yorkshire Wildlife Park.

Key Work Objectives

- Develop and support a one team culture.
- Passionate about influencing the continuing improvement of the food offer. Create and update all food menus across the Park and Hive.
- Meet challenging financial targets in line with budgetary expectations
- Track stock levels of food, forecast needs, and oversee ordering.
- Maintain all relevant records. Update and audit the food safety policy on a regular basis. Provide training to the team as appropriate.
- Responsible for the delivery of EHO requirements; ensuring paperwork is complaint and up to date.
- Complete audits in all Catering Units. Publish league tables as appropriate. Continuously update audit to ensure all legal and brand changes are checked.
- Oversee stock management within the units. Ensure the teams have the knowledge and support to complete.
- Assist the Head of Catering in implementing systems and protocols and ensuring that they are consistently delivered.
- Work with the Kitchen Manager/Operations Managers to ensure all team members are fully trained. Develop new training materials as required.
- Supporting the Kitchen and Operations Managers where required.
- Ensure strong compliance on all health and safety policies and procedures.
- Create, train and implement all new menus.
- Ensure all new menus and product codes are correct on the relevant systems. Ensure the Nutritics Allergen Software is kept up to date with any new legislation. Work with Catering Operations Managers to manage Ten Kites.
- Complete reports/spreadsheets required by the Head of Catering.
- Work with other departments to ensure the best experience for our guests and teams. Maintain a safe and secure environment for all.
- Ensure all day part offers, (Breakfast, Lunch and Evening) are all kept to the standard required
- Lead when needed or support any large events such as Wild Live/Let's Go.
- Continuously look for new ways to drive the business forward through looking at competitors, trade shows and publications.
- Deal with any HR issues in a timely manner.
- Support the Operations Managers to provide cover when needed.
- Production and presentation of business cases where appropriate and necessary to drive revenue.



General

- Consistently 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 & food safety regulations.
- To be responsible, along with other team members, for compliance with health and safety regulations for staff and visitors.



Job Specification

Job Title:	Executive Chef
Reporting to:	Head of Catering
Working Hours:	40 hours per week, to include evenings, weekends and bank holidays. Additional hours may be required on occasions to meet the needs of the business.
Salary:	Competitive
Contract:	Permanent (subject to the successful completion of a probationary period)
Purpose of role:	Responsible for the strategic and operational management of the Chef team and food and beverage offering at Yorkshire Wildlife Park.

Main Duties & Responsibilities:

- Lead the kitchen team in all areas across park to create great food and a one team culture
- Passionate about influencing the continuous improvement of the food offer. Create and update all food menus across the site.
- Maintain all relevant records. Update and audit the food safety policy on a regular basis. Train all relevant persons to complete the task correctly.
- Ensure all new menus and product codes are correct on the relevant systems. Ensure the Nutritics Allergen Software is kept up to date with any new legislation. Work with Catering Operations Managers to manage Ten Kites.
- Lead when needed or support any large events such as Wild Live/Let's Go.
- Continuously look for new ways to drive the business forward through looking at competitors, trade shows and publications.
- Deal with any HR issues in a timely manner.

Candidate:

- Able to work under pressure and to a tight schedule.
- Excellent interpersonal skills with a flexible approach to work.
- Must have proven experience leading others working in a fast-paced, high volume kitchen environment.
- Ability to communicate effectively at all levels and an acute attention to detail and presentation.
- Loves working as part of a dynamic team
- Be able to prepare a business case to move ideas forward



- Track record in varied catering operations including either multi-site or multi units on a single site
- Proven to be able to work collaboratively with others in the same departments and others
- Must be flexible and able to work during our peak times which include weekends, bank holidays and school holidays.

Start Date: As soon as possible

Closing date for applications: Friday 19 September 2025

Person Specification



Job Title: Executive Chef

Assessment Criteria	Essential (E) Desirable (D)
Experience	
Previous experience working as an executive or development chef	E
Experience of maintaining a kitchen to a 5* food hygiene standard	E
Previous experience managing and leading a team to achieve results	E
Menu costing and development	E
Maintaining HACCP records	E
Leading a large kitchen team	E
Skills/ Abilities	
Menu writing	E
Ability to produce a variety of meals and desserts from fresh to meet high volume demand	E
Excellent communication skills	E
Acute attention to detail	E
Ability to work under pressure and to tight deadlines	E
Knowledge	
Safe working practices	E
Menu development	E
Dietary, allergen and ethnic understanding	E
Sound understanding of COSHH and HACCP	E
GP control	E
Events/ functions	E
Qualifications	
706 1 & 2/ NVQ or equivalent	E
Level 3 Food Hygiene Certificate	D
Level 2 Food Hygiene Certificate	D