

Job Description – Café Lead, Needham Lakes

Job title: Café Lead – Needham Lakes

Reporting to: Catering & Visitors Centre Manager

Hours: 37.5 hours per week with regular weekend work, shifts varying throughout the year, occasional overtime.

Salary: £10.50 per hour

Location: Needham Lakes Visitor Centre

Contract Term: Permanent, subject to successful completion of 3-month probation period

Cabbages & Kings is a rapidly growing coffee shop and catering company based in Stowmarket. It is expanding to operate the new Café and Visitor Centre at Needham Lakes.

The Café Lead will be responsible for managing and overseeing the team to deliver excellent café services as well as managing the day-to-day operation of the new Visitors Centre.

Main Responsibilities

- Establish, lead and develop the new café team in a manner endorsed by Cabbages & Kings and The Mix Stowmarket
- Deliver excellent customer service
- Work with the Catering and Visitor Centre Manager to develop and deliver a strategy for growth.
- Oversee the preparation of food, cooking & service of a variety of dishes
- Manage, order and count stock
- Oversee the day to day running of the visitors centre, including public toilets
- Oversee and maintain the highest standards of health and safety & food hygiene in the café
- Create menus, specials and events with the team
- Cash handling & banking

Other Responsibilities

- Safe and responsible leadership of staff
- Use of kitchen equipment as advised and as per training
- Maintaining a clean and tidy workplace throughout working day
- Adhere to Health & Safety guidelines
- Support the Visitor & Catering Centre Manager to organise, prepare and serve for functions

Key results/objectives

- Leading the success of Needham Lake Visitor Centre

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Person Specification

Essential:

- At least 1 year experience managing in a catering environment.
- Strong interpersonal skills
- Ability to build strong customer facing rapport.
- Ability to lead and build a team
- Flexible and hard-working team player
- Reliable

- **Desirable:**
- Enthusiastic
- Positive attitude
- Ability to work well under pressure
- Experience of growing a business.

Applications: Please send your C.V. and a brief cover letter explaining how you are suitable for this position to recruitment@themixstowmarket.co.uk. We are recruiting for several roles, so please include the job title in your email. The deadline is **Monday 29th November 2021**.

Successful applicants will be contacted on 30th November and must be **available for interview on either Thursday 2nd December, or Friday 3rd December**.

Cabbages & Kings are part of 127 Trading Ltd. 127 Trading Ltd. is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Any job offers are subject to the completion of satisfactory pre-employment checks.