

Food Service Manager (Head Chef)

Job Description

The Food Service Manager of St Francis Retreat Centre has overall responsibility for all kitchen and dining room functions. The Food Service Manager oversees the provision of excellent quality food to our treasured clientele with reverence and respect.

The Food Service Manager's specific responsibilities include:

- Creating delicious and healthy menus for varied dietary requirements including breakfast items.
- Cooking midday and evening meals for guests, staff and residents of St Francis Retreat Centre
- Monitoring quality of food at all stages of preparation and presentation
- Ordering food stocks from suppliers and ensuring that they are stored and rotated correctly
- Safe storage of food and catering supplies
- Managing relationships with suppliers
- Kitchen cleaning and hygiene - following a regular cleaning plan adhering to all health and hygiene standards.
- Cleaning and maintenance of Kitchen equipment
- Training and supervision of all catering staff encouraging a spirit of collaboration and shared responsibility
- Drawing up rosters for catering and cleaning in conjunction with the Venue Manager.
- Following the budget established by the Operations Manager

The Food Service Manager reports to the General/Operations Manager