

**JOB TITLE**                      **Catering Supervisor (Front of House)**

**REPORTING TO**                **Deputy Catering Manager**

### **Role**

Grandstand Stoneleigh Events has grown through the last 18 months and in 2019 will deliver over 260 events. This growth has resulted in an opening for a highly driven catering professional, who is keen to experience the variety of events we deliver from small meetings to National Sporting Events and International Exhibitions.

As a supervisor looking after the front of house your attention to detail and customer focus will not only set but drive the standards for the team.

### **Duties and Responsibilities**

You will be a full-time member of the team working in a busy environment. You will be tasked with supporting the management of Stoneleigh events catering to the highest possible standards.

This will include

- Running functions and events including being the main point of contact.
- Supervising temporary and bank staff whilst working at events to ensure that standards of service remain high.
- This will also include ensuring that Health and Safety protocol is always followed by all staff.
- Maximise sales opportunities at events.
- Working in front of house positions as required and cash handling.
- Helping with set up of events including some lifting.
- Cleaning of Work stations/food preparation areas to ensure Food Hygiene Legislation is followed.

### **Hours**

Working and average of 40 hours a week a flexible approach is needed to meet event requirements over a 7 days period with some early starts and late finishes.

### **Skills and experience**

- Previous catering experience is essential.
- Food hygiene minimum Level 2 (essential).
- Health and safety desirable (not essential).
- Proactive and calm attitude to working in an ever-changing environment.
- Previous experience of managing staff.
- High standards of organisation and appearance.
- Experience in a range of catering events ranging from small intimate dinners to large conferences and events.

### **Location**

Stoneleigh Park, Kenilworth CV8 2LZ

### **Additional Information**

Due to the location of the role and the hours that you will be expected to work, access to your own transport is required as public transport will not get you there.

NAEC Stoneleigh  
Job Description – Catering Supervisor (Front of House)



**To apply**

Please contact [Talk-to-us@stoneleighevents.com](mailto:Talk-to-us@stoneleighevents.com)