

Wroxham Barns has been providing a great day out for children and adults alike for over 37 years. Food, shopping and family fun are at the heart of what we do.

We have a table service restaurant offering delicious meals cooked fresh, and a farmyard cafe serving grab and go items, both in lovely surroundings, along with a pastry kitchen, and seasonal outlets.

We are on the look out for a super versatile , experienced and self-motivated Catering duty manager to lead our front of house catering facilities, this will include; working within farmyard café and our table service Restaurant, producing rotas, stock ordering, stock control, helping develop new initiatives and ensuring we are operating in a streamlined and efficient manner. This role will suit a person who likes to be busy and lead from within the thick of it, ideally someone from a hospitality/food background

This position is a full time salaried 40 hours per week, weekend work is a necessity. We open 9 – 5pm but do have functions and special evening events where hours will be later. – Part time role may be considered for the right individual.

Please apply with a covering letter as to why you'd be a perfect fit within our lovely team, and help us take our catering to the next level as the business grows.

Key Responsibilities of the role:

Stock control

To ensure stock is rotated regularly and processed efficiently to minimise wastage.

To ensure orders are placed using agreed stock levels.

To review stock levels regularly

To facilitate monthly stock takes to ensure we are hitting our GP.

Rotas

Produce rotas inline with catering budgets

Ensure we have adequate staffing and holiday cover at all time.

Customer service

Lead by example and deliver exceptional customer service, with the ethos customer is King

Regularly review feedback and put any actions in place to improve customer experience.

Training

Help develop new team and existing

Help develop a training programme for all team

Offer continual development for team.

Follow and train on company processes, as well as develop these as the business develops.

Management

Keep track of important KPI's such as average spend, labour to sales ratio and other indicators relevant to a catering operation.

Review the success any initiatives that have been implemented

Work closely with Head chef.

Help develop ideas for menus and specials

Ensure the business is inline with budgets and targets which include; GP, turnover and wastage.

HR

Deliver all aspect of Hr in line with company procedures and support from the management team.

Cleanliness

Uphold high cleanliness standards and have an eye for detail

Helping maintain our 5 star food hygiene rating