FOOD SERVICES MANAGER (MATERNITY COVER)

Temporary position | 12-Month Fixed-Term | Full-Time
80 hours over 2 weeks including evenings and weekends
Salary £27,131 (£27,131 FTE) plus pension and benefits

Join our professional and friendly team at Trinity Hall.

You thrive in delivering high level of hospitality service, planning, and delivering a wide variety of events and requirements. You will be organised, have the eye for detail and experienced in delivering food services to a community as well as external clients. You will be a team player and able to build and maintain excellent relationships with clients, young people and colleagues alike.

Duties

- Providing support to the Manciple or their Deputy in their absence.
- Assisting with managing the Food and Beverage Assistants, Food and Beverage Supervisor and casual waiting staff, ensuring that high standards of performance and conduct are maintained at all times.
- Assisting with the management of the employment cycle of the Food and Beverage Team – e.g., recruitment, selection, ‘on-the-job’ training, absences, etc.
- Assisting with planning requirements in order to ensure a satisfactory Food and Beverage service, in an efficient and cost-effective manner

Previous management experience within a similar organisation, hotel or banqueting environment is essential.

Excellent previous work references are essential.

Further details about this position can be found here

How to apply

Applications should be sent by email to jobs@trinhall.cam.ac.uk or posted to the HR Office, Trinity Hall, Trinity Lane, Cambridge CB2 1TJ, including the following:

- Please submit your Curriculum Vitae or Application Form
- Explain in a covering letter or email your interest in the position and how your skills and experience fit the person specification
- Closing date for applications is 12noon on Friday 7 July 2023
- Interviews to be arranged with candidates directly
Interviews may proceed before closing date should applicant prove to fulfil job criteria.

Please note the College has a responsibility to ensure that all employees are eligible to live and work in the UK.

**Employees’ benefits**
- 25 days plus bank holidays annual entitlement (pro-rata for Part-time position)
- Extra day’s holiday every two years, up to a maximum of 30 days holiday in total
- Defined contribution pension scheme
- Meal on duty if available (daily allowance)
- Uniform
- Training and development opportunities
- Medicash health plan (after 3 months of employment)
- Annual bonus scheme (varies and subject to end of year financial results)
- Recruitment incentive (1.5% of the starting salary of your referral)
- Social activities (e.g., end of year celebrations, garden parties, away days, etc.)
- Long Service Awards (gifts from 10 to 40 years of service)

**Equal opportunities**
Trinity Hall actively supports **Equality, Diversity and Inclusion in the workplace** and encourages applications from all sections of society. Please help us with this by completing this voluntary monitoring [form](#). You can return it with your application, or we can post you a form on request. Please return it to HR.

**Enquiries to** [jobs@trinhall.cam.ac.uk](mailto:jobs@trinhall.cam.ac.uk) **or tel. 01223 764660**