

Post Title:	Head Chef
Location:	Winter Gardens, Blackpool

Introduction and Role Purpose

Blackpool Entertainment Company Limited (BECL) is a wholly owned arm's length management organisation and was formed in June 2014 to manage and operate the Winter Gardens on behalf of Blackpool Council

The Blackpool Conference and Exhibition Centre (BCEC) will open in 2020 and will be a purpose built centre with state of the art facilities for the 21st Century located adjacent to Leopold Grove within the Winter Gardens complex

This is a very exciting role and the successful candidate will lead the development and expansion of the Food department at The Winter Gardens

The Head Chef will play a vital role in delivering a great experience to all our guests. Candidates must have a keen eye for detail, an organised approach and a willingness to exceed our guest expectation. Often operating on the front line, they are real ambassadors of our company, and are committed to consistently delivering high standards

We are looking for a Head Chef that is a hardworking individual who can work on their own initiative and will constantly deliver high quality meals

Candidates will have previously managed multi-site kitchens in a high profile environment, have shown innovation in menu creation and are able to control costs whilst driving profits. Using strong leadership skills they will be working closely with our Executive team to deliver our core standards and provide our guests with a great experience every time

This is a senior position in our team and will require a flexible approach to driving performance in a developing business

Main Duties and Responsibilities

- Report to the Senior Leadership Team (SLT) and ensure that they are kept up to date with developments within the Department
- Support the SLT in making effective decisions
- Responsible for all kitchen staff and tasks
- Supervision and training of all kitchen staff
- Co-ordinate staff duties
- Contributes to planning the ingredients and equipment to be kept in the kitchen's inventory
- Maintain hygiene and cleaning schedules for all kitchen areas of responsibility to the highest standard and help ensure effective cross-training of all kitchen and service staff in all relevant aspects of hygiene
- Ensure cleaning rotas are adhered to and records kept
- Responsible for the specials and the menu in general, in co-ordination with front of house team and management
- Manages inventory and stock control
- Maintaining budgetary targets

Strategic and Tactical Planning

- Oversee and enable strategic development of the Department ensuring improvement in profitability
- Assist in developing strategic and tactical plans including business and marketing plans
- Develop, direct and monitor the implementation of policies, procedures and work standards to ensure standards and KPIs are achieved.

Performance Management

- Develop and maintain a department performance management framework
- Report regularly to the SLT on targets achievement

Financial and Administrative

- Be accountable for achieving the agreed budgets, analyse all food costings to achieve budgeted Gross Profit margins. Take action to rectify negative variances and trends where necessary.
- Ensure proper allocation of staff and financial resources. Optimise the allocation of staff and financial resources maintaining efficiency and productivity.
- Analyse annual budget and financial matters; regularly assess business's financial position and performance.

Day to Day Management

You will lead the team, supporting them to achieve objectives and targets, ensuring effective collaboration across the organisation to maximise revenue.

Essential Qualifications

NVQ Professional Cookery Level 3 or above

Relevant Food Hygiene and Health & Safety qualifications

Essential Knowledge and Skills

- Significant experience at a strategic management level within a 4* Hotel or Entertainment Venue
- Proven track record in menu development in a quality environment
- Strong collaboration and leadership skills

- Excellent customer management skills in building relationships and menu presentations to senior and strategic leaders/customers
- Experienced senior manager skilled in managing and motivating large teams.
- Excellent communication, reasoning, negotiation and influencing skills, both oral and written.
- Experience of analysing and interpreting management accounts and hospitality related statistics.
- Experience of business planning, performance management, managing budgets and adhering to financial regulations.
- Working knowledge and understanding of legislation, regulations and guidelines in relation to HR Licensing, Health and Safety (including Food Safety, Control of Contractors, Fire Precautions) and GDPR
- Ability to analyse and solve complex problems creatively and pragmatically and the ability to use initiative
- Exceptional project direction and management skills, ability to manage multiple timelines, deadlines and actions in a collaborative fast paced environment
- IT skills including use of digital and social media, Word, excel, PowerPoint.
- Ability to identify and deliver on commercial opportunities
- Must be communicative and personable
- High level leadership skills
- Ability to effectively manage organisational performance
- Excellent organisational skills and ability to meet demanding deadlines
- Commitment to service standards and anticipating guests expectations
- Maintain professional conduct in all aspects of work relationships
- Excellent level of knowledge of allergens

Review arrangements:

This job information cannot be all encompassing. It is inevitable over time that the emphasis of the job will change without changing the general character of the job or the level of duties and responsibilities entailed. This information may be periodically reviewed, revised and updated in consultation with the post holder to reflect appropriate changes.

Equal Opportunities:

We do our utmost to ensure that there is no unjustified discrimination in the recruitment, retention, training and development of staff on the basis of their age, sexuality, religion or belief, race, gender or disabilities.