

Job Description: Whelan's Sports Bar Chef



Function:	Sports and Leisure
Position:	Whelan's Sports Bar Chef
Job holder:	N/A
Date (in job since):	N/A
Immediate manager (N+1 Job title and name):	Exec Chef / Head Chef / Sports bar manager
Additional reporting line to:	General Manager
Position location:	The Brick Community Stadium, Wigan

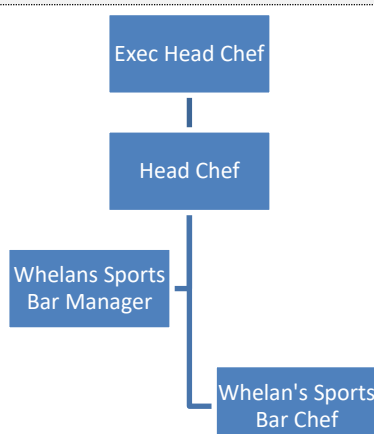
1. Purpose of the Job – State concisely the aim of the job.

- To always design and deliver innovation in our food service offers.
- To maintain the cleanliness and hygiene of the unit to the required standard
- To promote Sodexo values
- Maximise profitability within area of responsibility and deliver required financial and service level results
- Support business development
- Lead, develop, manage and encourage direct and non-direct teams

2. Dimensions – Point out the main figures / indicators to give some insight on the “volumes” managed by the position and/or the activity of the Department.

	EBIT margin:	tbc			
	Net income growth:	tbc		Outsourcing growth rate:	n/a
	Cash conversion:	tbc		HR in Region	tbc

3. Organisation chart – Indicate schematically the position of the job within the organisation. It is sufficient to indicate one hierarchical level above (including possible functional boss) and, if applicable, one below the position. In the horizontal direction, the other jobs reporting to the same superior should be indicated.



4. Context and main issues – Describe the most difficult types of problems the jobholder has to face (internal or external to Sodexo) and/or the regulations, guidelines, practices that are to be adhered to.

- Fluctuating levels of business which varies each event day.
- Late orders / notice of dietary requirements and related legislation.
- Multiple orders all happening at the same time.
- Liaison with multiple suppliers.

5. Main assignments – Indicate the main activities / duties to be conducted in the job.

Main Activities

- Leverage and support Sodexo's on-going relationships with all relevant partners.
- Design menus that are reflective of the vision and are appropriate for the Sports Bar.
- Ensure each menu is costed appropriately and margins are within agreed parameters.
- Ensure that all food is prepared with due diligence and that everyone in the kitchen is aware of how to deal with special dietary requirements.
- Monitor waste, ensuring that it is kept to a minimum and action plans are put in place as necessary.
- Adhere to the client's waste streaming and recycling policy.

Offer Development

- Creative development of all offers across areas responsible aligned to growth strategy and client specifications.
- Ensure that the food service remains ahead of the market in understanding and delivering creative and relevant innovation.
- Continual innovation is demonstrated with regards to menu and offer development.

Compliance

- To ensure that the Company's accountancy, documentation and administration procedures are carried out to the laid down standard and that the necessary weekly returns are completed accurately and sent to the appointed office on time. This may be electronically, paper-based, or both, as instructed.
- Comply with all company & client policies, procedures and statutory regulations including Human Resources, site rules, Health & Safety, safe working practices, hygiene, cleanliness, fire and COSHH. This will include awareness of any specific hazards in any workplace.
- Liaise with Safeguard as necessary.
- Report immediately any incidents or accidents, fire, theft, loss, damage, unfit food, or other irregularities and take such action as may be appropriate.

Collaboration

- Working with Service Operations to research the marketplace for forward thinking suppliers to deliver the very best in product and price for our business.
- Working with wider segment and company teams, chefs and consultants.

Other

- Ensure that all costs and expenditure are within agreed budgeted levels.
- Control all costs.
- Delivery of a consistent level of service, within the Company's standards, to contract specifications, service offer and agreed performance, qualitative and financial targets.
- Participate in any necessary training and team meetings as required to complete job responsibilities.
- Work with a team ethic to promote harmonious working relationships within Sodexo
- Carry out other reasonable tasks as directed by segment executive

6. Accountabilities – Give the 3 to 5 key outputs of the position vis-à-vis the organization; they should focus on end results, not duties or activities.

- Ensure via either internal or external channels that there is continual innovation in the food service offer.
- Both client and customer feedback consistently excellent.
- There is good two-way dialogue regarding the food offer with our clients and win-win scenarios are sought.
- Menu specifications are detailed and trained ensuring delivery of a consistent level of service, within the Company's standards, to the contract specification, service offer and agreed performance, qualitative and financial targets.
- Compliance to company and statutory regulations relating to safe systems of work, health & safety, hygiene, cleanliness, fire and COSHH.
- Labour costs and food cost of sale are within agreed parameters

7. Person Specification – Indicate the skills, knowledge and experience that the job holder should require to conduct the role effectively

- Competent and relevant background in hospitality and retail food offers.
- Industry knowledge.
- Excellent planning skills
- A passionate, energetic individual who loves cooking and loves delivering seasonal, tasty, on trend food.
- Ability to communicate at all levels.

8. Competencies – Indicate which of the Sodexo core competencies and any professional competencies that the role requires

▪ Growth, Client & Customer Satisfaction / Quality of Services provided	▪ Leadership & People Management
▪ Rigorous management of results	▪ Innovation and Change
▪ Brand Notoriety	▪ Industry Acumen
▪ Commercial Awareness	
▪ Employee Engagement	
▪ Planning & Organising	

9. Management Approval – To be completed by document owner

Version	V1	Date	31.05.2024
Document Owner			

10. Employee Approval – To be completed by employee

Employee Name		Date	
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