

RELIEF MANAGER

Position Summary

The relief food service manager will be responsible for overseeing unit operations and employees, at the respective unit during the relief period. They will also be responsible for managing the inventory and ordering of food and supplies. Oversee food preparation, portion specifications and the overall presentation of food.

Duties:

Day-to-day line management of kitchen departments, at allocated units per relief schedule
Implement company and client policies and procedures
Lead, train, motivate and develop team
Liaise with applicable parties to ensure excellent GERATEC standards are maintained
Compile reports on visits and audits to units

KPA 1: Menu planning, cost & stock management / control

KPA 2: Build customer relationship and ensure client satisfaction

KPA 3: Personnel management and administration

KPA 4: Management and control of cutlery, crockery and other assets

KPA 5: Manage hygiene, safety and quality control programmes

KPA 6: Team leadership and team building

KPA 7: Daily production management and General Admin

Requirements:

Related tertiary qualification would be an advantage
Experience in food preparation and contract catering
Management of contractual service levels
Experience of working with older persons
Excellent managerial and organizational skills
System and procedure driven
Excellent administrative and financial skills
Ability to communicate in Afrikaans and English
Fully computer literate
Able to remain objective in your observations
Adaptability, flexibility and innovation are key characteristics

Applications deadline: 31 May 2022

Applications to be sent to: fwilliams@geratecza.com