



Job Advert

Job Title:	Hospitality Supervisor
Job Reference:	CAT/2122/3503
Working Hours:	Permanent Full Time – 39 hours per week
Salary:	£11.83 per hour
Location:	Blackheath, London, SE3 0PW
Closing Date:	Sunday, 16 May 2021
Interview Date:	Date to be confirmed

About Morden College

Morden College is a charity dedicated to supporting older people, providing them with residential care and residential nursing care if the need arises. We are a strong community, committed to enabling those we support to have the highest quality of life, for the rest of their lives. Our care services were graded Good in all 5 CQC inspection area ratings and we have been granted Hospitality Assured status.

We will provide you with a generous pension, 20 days' holiday plus bank holidays, subsidised meals, free uniform, free onsite parking, and generous learning and development opportunities.

About the Role

We are looking for an enthusiastic and self-driven Hospitality Supervisor to join our Operations Team. This is an exciting opportunity to showcase your teamwork, customer service and leading skills. The role consists of planning and delivering high quality Front of House operations in respect of food service and events at Morden College. These include and are not limited to College led events, private resident events, pre and post-funeral events, meetings, training courses and presentations.

The role entails managing rotas and cleaning schedules, preparing timesheets, maintain stocks, delivering training, managing staff during the events, ensuring compliance with laws and regulations regarding food safety and handling. Work schedule include evenings and weekends.

A minimum of two years food and service experience, GCSE in English and Math, Food Safety Level 2 and previous experience in Catering and Events as well as a current UK driving licence with maximum 3 points are essential.

About you

As Hospitality Supervisor you will oversee all onsite catering events from start to finish. You will be confident in leading staff during the events ensuring a smooth run of the operations and a driven atmosphere where staff is keen to deliver an excellent service. You will be confident in speaking with a variety of customers, attentive to detail and eager to anticipate customers' needs. In addition, you must be organised and practical, have excellent communication skills, be empathetic and have a positive "can do" attitude.

About Applying

To apply please visit our website <https://www.mordencollege.org.uk/workforus/>. To have an informal discussion about this opportunity please contact the HR Department by e-mail on recruitment@mordencollege.org.uk or by calling 020 8463 8363 / 020 8463 8364.

We will accept CVs but if you will be shortlisted and take part to the interview process you will be asked to complete a full Morden College application form.

The closing date given is a guide only. There may be some occasions where we might have to close a vacancy once enough applications have been received. It is therefore advisable that you submit your application as early as possible to avoid disappointment.

Due to high volumes of applications we are unable to respond to applicants whose qualifications and/or experience do not meet the minimum requirements for the post.

During the Covid-19 pandemic face to face interviews may be substituted by video conferencing interviews to respect social distancing and keep people safe.

This post is subject to a Basic DBS check.

Morden College is an equal opportunities employer