



Position Description

Position Title: Executive Head Chef
Department: Outside Catering
Location: Central Production Unit, Garforth
Reporting to: Executive Chef
Date Prepared: 28/08/2024

CGC Event Caterers is a long established caterer with decades of experience in the hospitality industry. We operate at venues of all sizes and have exclusivity at prominent sporting, entertainment and cultural locations across the UK and is also the European Catering Division for ASM Global, the global leader in the delivery of live entertainment and events.

In the UK, we operate at the following venues:

- Eight Yorkshire Racecourses including the world famous York Racecourse
- Yorkshire Event Centre – Harrogate
- The Sun Pavilion – Harrogate
- Lincolnshire Epic Centre – Lincoln
- LNER Community Stadium – York
- Theatre Royal and Royal Concert Hall – Nottingham

POSITION PURPOSE

Our Executive Head Chef will work alongside our Company Executive Chef with commercial, operational and leadership responsibilities within the Central Production Unit and wider Culinary support team.

KEY RESPONSIBILITIES

- Ensuring quality and consistency of the food offering across our delivered-in contracts from the CGC Culinary team.
- Working with the Executive Chef on developing competitive and appealing new ideas, menus and products to continue business growth and offering creative solutions.
- Creation, implementation and recognition of all training needs in the Culinary team and assisting with professional development of team members.
- Menu development and specification with nutritional balance for our delivered-in contracts.
- Work with and support the wider food team and sales and marketing with offer development, tenders, and client presentations across CPU business.
- Event planning including menus, costings, logistics and team management
- Responsible to set standard of work for areas like training, supply, ingredients, food quality and working environment for the chef brigade within the CPU.
- Accountable for the financial results associated to the CPU ensuring areas like margin, waste, stock control and KPIs are achieved.
- Leading forecast, budget on a regular basis to support the financial goals.
- Responsible for transport and production logistics.
- Collaborate with the Recruitment Co-ordinator on the hiring and selection of staff, participating in interviews, trial shifts and providing feedback on candidates as required.
- Plan the production schedule and organise workflow to ensure cost effectiveness.
- Ensure that all team members, procedures, and paperwork are compliant with the relevant
- Health and Safety regulations and in line with Company guidelines.

PERSON SPECIFICATION

- Experience in external catering or working with a similar multi-unit establishment
- Experience managing and leading a Culinary team- both permanent and casual employees
- Creative approach to product and menu development
- Up to date with current market trends
- Previous experience training and developing the team
- Ability to thrive under pressure
- Confident undertaking roles in the Executive Chef's absence



Position Description

- Drive for continuous improvement and a keen eye for business

BENEFITS

- 25 days holiday
- Life assurance
- Pension
- Healthshield - Health cash plan
- Free on-site parking
- Employee Assistance Programme
- Employee Recognition Programme

GENERAL INFORMATION

The requirements of the business are such that it is necessary to have a flexible approach and therefore some business-related travel to be able to work at our venues and operational sites will be required.