

WE'RE RECRUITING

Join the team at Denbighshire Leisure Ltd





Job Title : Assistant Restaurant Manager

Job Reference:

Location: 1891 Rhyl/Beach Hut,
Prestatyn

Salary : £24,491 - £27,041

Hours: 37

Contract: Permanent

Closing Date: 19/7/2021

Interview Date: TBA

How to apply:

If you are interested in this vacancy, please apply on-line via the website www.denbighshireleisure.co.uk.

All applications are administered on our behalf by Denbighshire County Council, our commissioned HR provider. Candidates must complete our application form via the website to be considered. We regret that we are unable to reply to all applications. If you have not received a reply within three weeks of the closing date, you must assume that you have not been short listed for interview.

Letter from the Managing Director

Hi, my name is Jamie Groves, and I am the Managing Director of Denbighshire Leisure Ltd. As you are interested in joining our Company, we thought you would like to know a little bit about us.

This is a truly exciting time to join Denbighshire Leisure Ltd, as we are a new Company with a well-established, passionate and driven team, who all have a culture of high performance and excellent customer service. Our past successes have led us to where we are today, with a reputation for great experiences in all our facilities and a team who thrive on the customer having the best experiences possible.

Our commitment to providing customers with the highest standard of facilities continues year on year, and this rolling programme of investment into our facilities has led to a well-deserved reputation for providing residents and visitors with sport, fitness and leisure facilities that compare with the very best of the private sector. Our seven Leisure Centres offer top class gym equipment and a wide variety of fitness classes. Across the county, we also have six swimming pools, as well as sports halls and outdoor all weather pitches.

For those looking for a fun day out, we have SC2 Water Park with Ninja TAG in Rhyl, the Nova – our premium visitor destination in Prestatyn, and North Wales Bowls Centre. We also offer fine dining and cocktails in the 1891 Restaurant and Bar in Rhyl or pizza and a drink in the sunshine at the Beach Hut in Prestatyn. For those with an interest in the arts, you might like to pay a visit to Ruthin Craft Centre, the Centre for the Applied Arts with three galleries showing the best in national and international contemporary applied art. Our busy Active Communities team have a wealth of experience in their own sectors, and together they combine their skills to offer a varied programme of high quality, inclusive leisure opportunities. Everyone is committed to providing an excellent service to all our customers, so whether it's hosting a birthday party or helping someone improve their health and fitness, we are happy to help.

Our success is down to our staff, and we have a great team and ethic at Denbighshire Leisure Ltd. We offer a wide range of opportunities for training and career progression, and work hard to ensure our staff are happy in their chosen roles. If you are also passionate about providing excellent service, are friendly and approachable, with a desire to help both colleagues and customers, then you'll fit right in.

We look forward to receiving your application.



'Providing high quality, accessible leisure opportunities which attract high levels of participation and improve the wellbeing of our residents and visitors'



Denbighshire Leisure Ltd

Denbighshire Leisure Ltd is committed to Equal Opportunities and its Welsh Language Standards. We welcome applications in the Welsh Language and application forms received in the Welsh Language will not be treated less favourably than an application form submitted in English.

The Denbighshire Leisure team are a well-established, passionate and driven team, with a culture of high performance and excellent customer service. Our past successes have led us to where we are today, with an excellent reputation in all our facilities, and a hard working team who thrive on the customer having the best experiences possible.

We expect our staff to be committed to;

- Providing an excellent standard of service at all times
- Their own self development and the development of our business
- Working flexibly across sites where needed
- Supporting team working, supporting their colleagues and our customers

Our workforce is of utmost importance to us and we are committed to supporting staff to achieve a positive work-life balance. All employees of Denbighshire Leisure Ltd are entitled to a variety of benefits, including discounted gym membership, personal and professional learning and development opportunities, generous annual leave allowances (with the opportunity to purchase more) and support for applications for career breaks and secondments.

Our People | Our Business | Our Community



Job Description

Job Title: Assistant Restaurant Manager

Salary : £24,491 - £27,041

Company: Denbighshire Leisure Ltd

Service Area: Commercial Leisure - Food and Beverage Operations

Responsible to: Restaurant Manager

Job ID Number / Date Issued: TBC

Job Purpose:

Responsibility for assisting the Restaurant Manager in leading a Company restaurant. The role will deliver overall leadership and direction for the front of house teams, day to day operations and ensuring excellent customer standards are maintained.

The Company's Food & Beverage operations have expanded significantly over the past 3 years. Café R, Beach Hut and Events Arena kiosk have reverted to in-house management, having been managed externally, and significant new F&B provisions have been introduced at SC2 and 1891. Last summer saw the enhancement of the indoor and outdoor offer at Nova Beach Hut, creating a major new F&B destination that had a transformational effect on revenues and customer experience. With exciting plans for 2021 to further develop our F&B offers at the Pavilion Theatre, 1891 and SC2, the growth trajectory of our F&B operations is set to continue.

Before this summer's development, the Nova Beach Hut came under the management of the site's leisure management team. However, during the course of the development works, it became apparent that the scale and profile of the Beach Hut required specialist catering management and expertise.

The rapid growth of Beach Hut and 1891 through their first summer season has highlighted the need to invest in the management structures.



Food and beverage is a rapidly expanding area of the company's business, with turnover now approaching £2.5 million a year. However the substantive management structures and arrangements have not kept pace with the recent developments, and are no longer aligned with the scale and needs of each our provisions. Coupled with that, the scale of some of our F&B provisions, particularly Nova Beach Hut and 1891, are now such that they require dedicated Assistant Restaurant Managers to ensure our company ambitions for customer experience and growth are achieved.

The new Assistant Restaurant Manager positions at both Nova Beach Hut and 1891 have been created given the anticipated upscaling of both sites we expect to see within the next 6 months. These roles would be key to delivering growth plans and delivering exceptional customer experience for which both restaurants have become renowned.

The post holder should:

- Be an experienced and accomplished restaurant professional who relishes challenge and has the persistence to succeed.
- Have the skills and experience to foster strong working relationships with staff, partners, and customers of the Company.
- Have experience in and a proven ability to effectively manage staff, and finances to deliver services and objectives.
- Have the ability to work in a busy and dynamic environment.

Principal Accountabilities and Responsibilities:

- To deliver exceptional food safety, productivity, quality and customer service standards.
- The post is 'hands on' and heavily involved in the day to day running of all aspects of the restaurant's day to day operations.
- To coordinate Front of the House and Back of the House restaurant operations to achieve the restaurant's revenue, profitability and quality goals.
- To assist with planning weekly rotas for front and back of house teams, ensuring rotas are aligned to business levels.
- Ensuring the restaurant's front and back of house teams are organised, resourced, trained and motivated to deliver growth and exceptional customer service.



Principal Accountabilities and Responsibilities:

- Assist with Developing the F&B team by attracting, recruiting, training and appraising talented personnel.
- Ensure financial and cash handling procedures are embedded within the restaurants.
- Ensure payroll processes are embedded and deadlines are adhered to.
- Monitor and interpret industry trends and customer feedback to ensure the company F&B offer is at the forefront of F&B concepts and responsive to demand.
- Work with the Restaurant Manager on product developments that drive growth in primary and secondary income streams, including meetings, conferences, events and functions.
- Communicate and build strong relationships with the supply chains to ensure the best available buying rates are accessed.
- Assists with the development and continuous improvement of service standards across the F&B portfolio.
- Assist with menu design, purchasing and stock control to ensure GP targets and quality levels are achieved.
- Ensure compliance to Food Hygiene, Food Safety and Health & Safety standards are fully embedded across the portfolio.
- Follow company policies and procedures regarding the handling of cash, property, stock and equipment.
- Ensure proactive approach to repair and maintenance to minimise equipment down time and maintain the fabric of the building.
- To be flexible, adaptable and willing to work on request at various sites, which could include other Food & Beverage facilities.



Knowledge, Skills, Training and Experience

The postholder must have:

- A recognized catering management qualification and / or have 2 years' experience leading and managing within a busy F&B setting or similar field.
- Experience and understanding of front and back of house operations involved in delivering high a quality hospitality guest experience.
- Proven leadership skills with the ability to inspire and motivate multi-disciplinary teams.
- Personal Alcohol licence (PAL) with good knowledge of the licensing industry.
- Knowledge of budgeting and forecasting, and proven ability to drive business growth.
- Knowledge of food hygiene, food safety and health & safety processes.
- Strong time-management skills.

Supervision/Management of People

Each Assistant Restaurant Manager will be responsible for up to 30 front of house and back of house restaurant staff in the absence of the Restaurant Manager, including Restaurant Supervisors, F and B Duty Officers, Team Leaders, Food & Beverage Assistants, Head Chef, Sous Chef, Assistant Chefs & Kitchen Porters.



Responsibility for Finance & Assets

Revenue: Approx £1million per annum

Responsible for the safety and security of the facility

Responsible for Kitchen, restaurant and bar equipment, tills & EPOS Systems.

Laptop, computer & mobile phone provided for business use.

Special Working Conditions

The post holder must have the ability to travel across Denbighshire for which an allowance is payable but subject to review.

The post holder will be required to work to compressed timescales and within defined budgets.

The post holder will be required to complete tasks under minimal supervision as required, and have a proven ability to work off their own initiative.

The ability to prioritise work, deal with conflicting priorities and meet deadlines is essential to this post.

The post holder will be expected to work weekends and evenings, and very unsociable hours commensurate with the role and the industry



Vision / Context

Denbighshire Leisure Ltd has been transformed over the past decade and is now renowned for delivering high standards of provision right across the County of Denbighshire; offering a new, unique, affordable, and a commercially sustainable Leisure offers; whilst making a significant contribution to improving the health of our residents and delivering Economic prosperity. This has been possible because of a highly motivated workforce, with a great culture who work to strong values.

The post holder will be expected to display and promote our company core values:

- We will stand by our principles of integrity and honesty.
- We will be trusted by our staff to always do what is right as their employer, and make them proud.
- We will never accept the status quo. We will work harder, become stronger and continue to deliver the highest quality of service to our customers.

Denbighshire Leisure Ltd has three important, but distinct pillars, which informs and influences the way we work and why the Company was created. The Company is recognised for the valuable contribution it makes to our communities, how it works with its partners and other businesses, and more importantly how the Company looks after and develops its workforce – the Company very much believes in a ‘one team - one bank’ account philosophy.



The three pillars of Denbighshire Leisure Ltd:

Our Community

Within the wider Denbighshire area, our teams work with a network of smaller communities consisting of customers, sports clubs, local groups and residents. We place these communities at the heart of everything we do.

Our People

We believe that our staff are a vital element of Denbighshire Leisure's success. We value the skills and experience each individual brings to their role and although the Company offers a diverse range of services, our teams all have the same qualities in common – they are passionate and driven, with a culture of high performance and a reputation for excellent customer service.

Our Business

Denbighshire Leisure Ltd is a new Company, built from a history of high performance and innovative practice. Over recent years, as a service within Denbighshire County Council, we have built lasting and mutually beneficial relationships with a number of partner organisations. We are looking forward to the continued success of these established partnerships, whilst also developing new and exciting ventures. Within all of our relationships, we are committed to acting with integrity, transparency and courtesy.

The post holder is key to ensuring that '...by 2030 the company will continue to be renowned for providing high quality, accessible leisure opportunities which attract high levels of participation, and improve the wellbeing of Denbighshire's residents and visitors.'

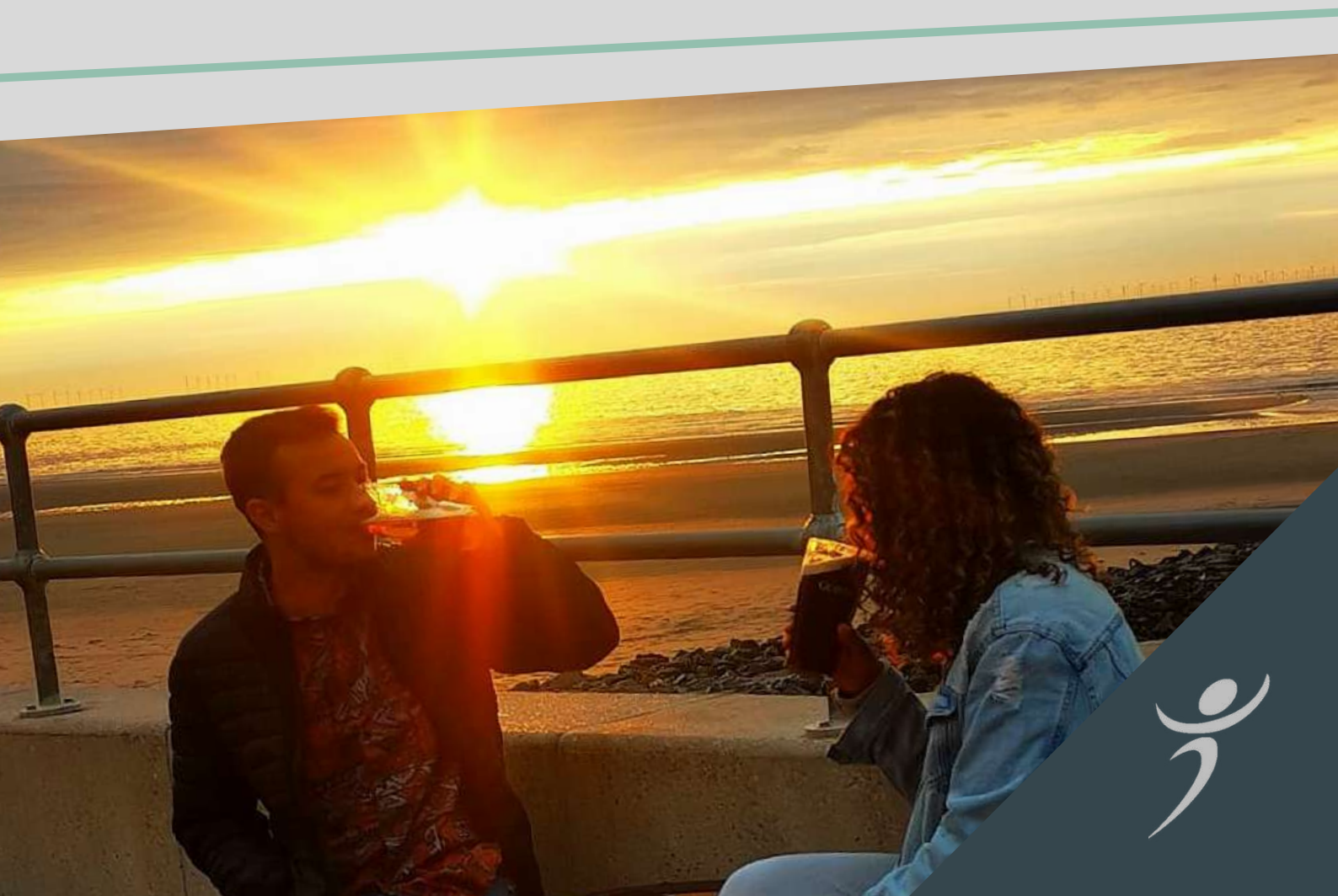


Employment Checks/Specific Requirements

All new starters are required to undergo our standard safer recruitment checks; two satisfactory references covering three years employment, evidence of essential qualifications, evidence of Right to Work in the UK.

Safeguarding Statement

Denbighshire Leisure Ltd recognises its obligations to safeguard children and adults together with preventing slavery and human trafficking and will do all in its power to prevent slavery and human trafficking within its business. Modern slavery can take many forms including the trafficking of people, forced labour, servitude and slavery. Safeguarding is everyone's business and all Denbighshire Leisure employees are required to work in accordance with the organisation's Child / Adult Safeguarding policies and procedures and have a duty to report any concerns which may be noted during the course of their duties and are asked to be alert to the signs of exploitation. Concerns should be raised via their Designated Safeguarding Manager in order that the organisation can take prompt action when exploitation is identified.



Person Specification

The Person Specification sets out the skills, knowledge and experience that are considered to be necessary to carry out the duties of the post effectively.

It will be used in the short-listing and interview process for this post. You should demonstrate on your application form how you meet these criteria as you will only be shortlisted if you meet all of the essential criteria (and desirable criteria where applicable).

Post Title : Assistant Restaurant Manager

Service : Food and Beverage Operations

Salary : £24,491 - £27,041

Qualifications, Experience, Knowledge, Skills & Abilities, Personal Qualities

Certificate in Food Hygiene Level 2

Personal Alcohol Licence (PAL)

2 Years' experience in a Management role in a busy F&B environment

Experience of dealing with customers in a very busy and dynamic catering environment.

Management qualification or extensive relevant experience in the leisure Catering sector, or similar environment.

Strong commercial understanding of the catering sector

Team work and partnership: working together to deliver better services for customers and staff

Able to initiate and support change as required. Adapting to change and introducing better ways of doing things through generating ideas and seeking out the best way to deliver services

Experience of working at a management level in a diverse and complex organisation within either the private catering sector.

Demonstrable experience of successful management of multi-disciplinary teams. Have experience in and a proven ability to effectively manage staff, finances and property to deliver services and objectives.

Committed to equality and diversity: successfully responding to the identified needs of customers.

Ability to use and apply relevant ICT commensurate with the nature and demands of the post.

Ability to influence others to provide the highest levels of customer service. Excellent communication / presentation skills, both written and oral. High level of interpersonal skills.

Ability to demonstrate a high calibre of skills and tact, diplomacy, persuasion, negotiation, advocacy and assertiveness.

Demonstrates a strong commitment to customer service. Strong sense of accountability of self and others.

Shows resistance and toughness under pressure.

Adapts personal style to meet demands of complex situations. Empathy with the Welsh Language and culture.



Thank you for your interest.

For more information please contact Gwyn Hughes on 01824 712707 or gwyn.hughes@denbighshireleisure.co.uk



www.denbighshireleisure.co.uk



Denbighshire Leisure Ltd



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