

1 The Job

Title	Café Supervisor
Department	Café
Type of Contract	Full Time
Reporting to	Duty Manager
Location	LeisureWorld Group
Salary	

Purpose of Role

Responsible for the overall operations of the Café. Core responsibilities include food safety, achieving income budget targets, administration, operations and Health & Safety of the Café. Important to maintain a positive environment that provides exciting menu options and friendly service to our customers.

2 The Company

LeisureWorld is an Irish owned company founded in 1997 with the purpose of operating and managing local authority leisure centres throughout Cork City.

We operate three leisure centres at Bishopstown, Churchfield, Douglas, one golf course at Mahon and one arts & heritage visitor centre at St Peter’s Church in Cork City. We provide fully equipped gyms, excellent pool facilities, fitness studios and all weather pitches. Our golf facility is located in a picturesque location with exceptional putting greens. St Peters Church dates back to the 12th century and now serves as a multidisciplinary arts centre on one of the city’s oldest buildings on the city’s most historic streets. Our centres are the perfect place for a family day out; to keep fit; to meet new friends; or just to relax and unwind. We aim to make a positive impact on individuals, the communities in which they live and the city as a whole.

Employee benefits:

- Full membership to all LeisureWorld Facilities (reduced golf fees at Mahon Golf Course)
- Discounted Café in LeisureWorld Bishopstown and St Peters Church
- Friends and family benefit – a free set of passes are available bi-annually
- Career promotions – opportunities to be promoted within the company
- Development courses to aid career progression
- Save money with our cycle to work scheme and plan for your future with access to the companies PRSA Pension scheme
- Health & Wellness Policy
- Multi-site & flexible work environment

- Free Parking

3

The Duties – Key Responsibilities & Accountabilities

- Adhere to the companies Café NOP (Normal Operating Procedures)/EAP Emergency Action Plan)
- Health & Safety Policy compliance
- HACCP compliance and relating logs/records
- Upkeep of the Cafe area and equipment and report any equipment defect to the Duty Manager on duty.
- Enforce all Cafe policies, rules and regulations
- Undertake cleaning tasks in order to maintain to a high level of cleanliness at the Cafe area
- Ensure the produce purchased, prepared and sold in the Café is of a high standard
- Complete additional duties assigned by Management
- Ensure stock is controlled and monitored, with minimal waste, and purchase orders completed and up to date.
- Achievement of Income & expenditure budgets monthly
- Demonstrate excellent customer service care skills at all times
- Ensure a fast, efficient and friendly service is given to all Café customers
- Dealing with customers in a friendly, polite and professional manner
- Adhere to the Culture and Values of LeisureWorld

4

The Person

The successful candidate will possess the following skills, experience and competencies.

- Patience, empathy and a genuine desire to help others.
- The ability to build and maintain effective working relationships.

Essential

- HACCP qualified to level 2
- Allergen awareness/training required
- Supervisory experience required
- Café/Food prep experience required
- 3 years plus food environment Supervisory/Managerial experience required
- HACCP qualified / Food safety

Desirable

- The desire to contribute to a positive environment A shared sense of purpose and commitment to LeisureWorld’s values and evidence of demonstrating these values in practice.
 - Respect
 - Collaboration
 - Professional
 - Dynamic
 - Friendly

5 Application & Selection Process

The selection process may include short-listing of candidates and will be based on the requirements of the position. It is important that you provide a detailed and accurate account of where you believe your skills and experience meet the requirements for the position.

This should be contained in a cover letter accompanying your CV and should be sent to recruitment@leisureworldcork.com

6 Further Information

ISSUED BY THE HR DEPARTMENT AT LW MANAGEMENT

Applicants must have the legal right to live and work in Ireland.

We are an equal opportunities employer.