



## Job Vacancy Information Pack

### Post: Wilds Bistro Supervisor

**Job Reference: EX413 (please quote on application form)**

This pack contains all the information you need to know when applying for a vacancy at Yorkshire Wildlife Park, included in the sections below:

1. Important Information
  - Useful information about the recruitment process, equal opportunities, company & departmental information.
2. How to apply
  - Accepted methods of application and how to submit.
3. Application form
  - Yorkshire Wildlife Park encourages green practices. Please reduce your ecological footprint by completing the form electronically and returning via email.
4. Job Description
  - A breakdown of the vacancy and what is expected from the successful applicant.
5. Job and Person Specification
  - A list of essential and desirable criteria for the post.

## Important Information

### The Organisation

Thank you for your interest in our advertised vacancy. Since its opening in 2009, Yorkshire Wildlife Park, subsidiary of Wild Life Group Limited, has evolved to become the UK's number 1 on-foot safari. We feature walkthrough exhibits that take our guests directly into the world of the animals. A dynamic centre for conservation and welfare, the park currently has around 558 animals across 58 different species.

Yorkshire Wildlife Park's £50 million expansion strategy will see a 150-acre expansion of the existing site. This will include new animal reserves, lakes and landscaping and a visitor support hub with restaurants and a destination hotel.

### Equal Opportunities

Yorkshire Wildlife Park is committed to equal opportunities in all aspects of recruitment and employment.

Job descriptions and person specifications define the qualification, experience and other skills required for the post and will only include those factors which are necessary and justifiable on objective criteria for the satisfactory performance of the job.



As part of our commitment to equal opportunities we are monitoring job applications for equality purposes. To help us in our endeavours we ask you to complete an equal opportunity monitoring form at the end of the job application form. The equal opportunity monitoring form will be detached from your application form, stored separately and used solely to provide statistics for monitoring purposes.

### **Yorkshire Wildlife Park's Mission Statement**

To create a dynamic, interactive experience and regional centre of excellence for the conservation of biodiversity globally and locally that is sustainable both for the environment and the business. To promote a wider understanding of the natural world and inspire generations to support and protect the world around them.

### **Wilds Bistro**

Wilds Café-Bistro is an exciting new contemporary destination at the Yorkshire Hive. Our informal Café-Bistro with a buzzing atmosphere is open from morning till late. Delicious breakfast, lazy lunches, afternoon tea and dinner or just a coffee and cake, there is something for everyone, at any time. It offers a relaxing pause in the day for visitors to the Wildlife Park or the Hive, or a casual dining venue in the evening for an inviting atmosphere and great service, for an inspirational signature dish in the bistro, or a snack at the bar or on the sunset terrace overlooking the Park.

Wilds Café-Bistro is open to visitors to the Hive, to the Yorkshire Wildlife Park and is the main restaurant for guests at the Hex Hotel.

### **Use of Curriculum Vitae (CVs)**

Our policy is to recruit and employ our employees on the basis of their suitability for the vacancy.

An application form allows us to compare individuals based on the same criteria and as such we do not accept a CV unless it is accompanied by a fully completed application form.

### **Shortlisting**

**To ensure that the people we employ are matched to the role and our business aims we operate a robust shortlisting procedure which involves a two-stage interview process. Candidates should ensure before they apply for a position with YWP, that as a minimum they meet the essential criteria outlined in the person specification and are available to attend interviews on the dates outlined on the job specification.**

Due to the volume of applications we receive, it is our policy not to inform candidates who have not been shortlisted to interview stage. If you do not hear from us within one month of the closing date, we will have decided not to take your application any further.



### **Pre- employment Checks**

All offers of employment are made subject to the following criteria:

Proof of eligibility to work in the UK and two satisfactory references.

### **How to Apply**

All applicants are required to fully complete the YWP application form in order to be considered for any vacancy. You should refer to the person specification when completing Section 5 of the application form as this is the criteria we use to measure you against.

Complete application forms should be returned to the HR Department by midnight of the closing date specified. Late applications will not be accepted under any circumstance.

Yorkshire Wildlife Park promotes green practices, please support us in our endeavours by completing the application form electronically and returning via email.

A CV can be used as a supportive document to the application form but cannot be used to replace any part of the application form. Applicants who have used their CV to replace parts of the application form will have their application rejected.

Complete application forms should be returned to the HR Department via email to

[recruitment@yorkshirewildlifepark.com](mailto:recruitment@yorkshirewildlifepark.com)

### **Application Form**

The YWP application form is available to download from the vacancies page of our website in pdf and word format.



## Job Description

**Job Title:** Wilds Bistro Supervisor  
**Reporting to:** Wilds Bistro General Manager  
**Department:** Wilds Bistro

### Primary Responsibilities

- To assist the management team in the day-to-day operation of a café bistro in the exciting and dynamic environment of The Yorkshire Hive at Yorkshire Wildlife Park.
- Inspire, motivate & direct a large team to deliver a truly memorable dining experience.
- Maintain exceptional business standards.
- Effective shift management.

### Key Work Objectives

- Be an active member of the team, supporting the management team.
- Training and ongoing development of a large team.
- Motivate, inspire, and retain a team.
- Drive a guest focused service culture that thrives on the extraordinary.
- Lead from the front during shifts to ensure guests receive a consistent and memorable experience.
- Passionate about influencing the continued improvement of the concept.
- Follow tasks and shift plans implemented by the management team

### General

- Maintain high levels of professionalism, service, and personal appearance.
- Undertake any other reasonable duties which may be requested of you by the management team.
- To be responsible, along with other staff members, for compliance with health and safety regulations for yourself, other staff, and visitors.



## Job Specification

<b>Job Title:</b>	Wilds Bistro Supervisor
<b>Reporting to:</b>	Wilds Bistro General Manager
<b>Working Hours:</b>	Basic of 40 hours per week; to include regular evening work (up to a 1.00am finish), weekends and Bank Holidays.
<b>Salary:</b>	£21,000 gross, per annum
<b>Contract:</b>	Permanent (subject to the successful completion of a probationary period)
<b>Purpose of role:</b>	Support the management team with running a fast-paced front of house operation.

### **Main Duties & Responsibilities:**

- Driving sales.
- Leading by example.
- Maintaining excellent levels of food and drink quality.
- Deliver exceptional customer service.
- Training, and development of the restaurant team.
- Maintaining health & safety standards.
- Opening and closing Wilds Bistro to a high standard in the absence of a manager.
- Confidently running shifts in the absence of a manager.
- Communicating any issues between the team and management.

### **Candidate:**

The ideal candidate will have previous experience working in a supervisory role in a high-volume restaurant or bar and enjoy working in a high energy, vibrant environment. They will be passionate about driving sales and delivering exceptional food and drink quality along with going above and beyond customer expectations. They will thrive on leading a large team and want to be instrumental in the ongoing development of all aspects of the offer.

**Start Date:** As soon as possible

**Closing date for applications:** Sunday 23<sup>rd</sup> January 2022

**Interviews:** Dates to be confirmed



## Person Specification

**Job Title: Wilds Bistro Supervisor**

Assessment Criteria	Essential (E) Desirable (D)
<b>Experience</b>	
Supervisory Experience	E
Working within the hospitality industry	E
Leading a team	E
<b>Skills/ Abilities</b>	
Good communicator – verbal & written	E
Passion for food, drink and guest service	E
Training	D
Ability to work flexible hours including evenings and weekends	E
<b>Knowledge</b>	
Food & Beverage	E
Staff & self-development	E
Stock management	D
<b>Qualifications</b>	
Accredited hospitality management qualification	D
Level 1 Food Hygiene Certificate	D