

Post Title:	Location Base:	Reporting To:
Line Cook	Littledown	Kitchen Manager

About BH Live

Champions of community engagement, health and wellness across Dorset, Hampshire, and London.

BH Live, a registered charity and social enterprise, is a leading operator of sports and leisure centers, theatres, and event venues. Driven by a mission to improve communities, BH Live is dedicated to providing inclusive cultural experiences and promoting physical activity for all.

bhlive.org.uk

Summary of role

To work as an integral part of the Food & Beverage team, assisting with the production of food, providing a cost-effective, high-quality customer orientated service.

Key responsibilities

- To prepare and assist with the production of food at the Centre and to assist the Management team in delivering a high-quality catering operation.
- To assist in the preparation of menus for both day-to-day requirements and special events.
- To assist in the preparation and packaging for the Grab & Go range.
- Prepare, cook and serve food to BH Live's standards
- Maintain the Centre in a clean and tidy condition but in particular clean and prepare all areas associated with catering facilities in accordance with health, safety and food hygiene regulations and BH Live's Policy and Procedures
- Unload, check and store deliveries of food, beverages and other provisions used within the Centre.
- Assist with control and monitoring of all catering stocks.
- Ensure all sections of the 1990 Food Act and 1995 General Food Regulations are complied with.
- To be fully aware and adhere to the Centres Normal Operating Procedures and Emergency Action Procedures.

Skills and experience

Details	Criteria
Recognised Catering Qualification	Desirable
Practical experience in the hospitality industry	Essential
Good understanding of customer care and customer / client relationship	Essential
Knowledge of food preparation	Essential
Knowledge of food hygiene	Essential
Ability to produce food to a consistently high level in line with set standards	Essential
Ability to multi-task	Essential

Ability to make decisions in line with policies and procedures	Essential
Calm and level-headed under pressure.	Essential
Team player	Essential
Positive and motivational	Essential
Passion to provide excellent customer service	Essential
Excellent communicator at all levels	Essential
Good personal hygiene and cleanliness	Essential
Ability to work unsocial hours to include evenings, weekends and Bank Holidays	Essential
Essential qualifications requirements	
Details	Criteria
Basic Food Hygiene Certificate	Essential

Roles and responsibilities will evolve and change over time.

Owner: HR

Date updated/date effective from: 29.09.2025