

VACANCY NOTICE

INTERNAL AND EXTERNAL ADVERT:			
Position	Kitchen Supervisor	Reports to	Head of Department – Social Enterprises and MSE
Location	23 Witbooi Street Walmer, Gqeberha	Department	Social Enterprises & MSE
Type of Contract	Fixed Term	Number of positions	One
Date of Vacancy	09 February 2026	Closing Date	13 February 2026
PURPOSE OF THE JOB			
<p>The Kitchen Supervisor ensures the smooth operation of the kitchen while creating an effective learning environment for vocational trainees. The role combines culinary supervision, hands-on mentoring, and operational oversight to maintain high standards of food quality, hygiene, safety, and trainee skill development. The supervisor also ensures collaboration between kitchen operations and front-of-house services, supporting MyMito Café's mission to provide both exceptional meals and practical training experiences</p>			
MINIMUM QUALIFICATIONS			
<ul style="list-style-type: none"> • Qualification in Culinary 			
EXPERIENCE			
<ul style="list-style-type: none"> • Min 5 Years of work experience if qualified or min of 10 years working experience in the field of culinary if no qualification • Solid understanding of food safety and kitchen systems, enforcing hygiene health & safety and HACCP standards • Driver's license of advantage 			
RESPONSIBILITIES			
<p>Trainee Supervision & Mentorship</p> <ul style="list-style-type: none"> • Supervise trainees during daily kitchen operations and support their development through coaching, guidance, and performance monitoring <p>Vocational Training Implementation</p> <ul style="list-style-type: none"> • Support delivery of the vocational curriculum through practical, on-the-job kitchen training aligned to learning outcomes. <p>Kitchen Operations & Food Preparation</p> <ul style="list-style-type: none"> • Oversee daily food preparation and service to ensure quality, efficiency, and consistency. <p>Roster & Shift Planning</p> <ul style="list-style-type: none"> • Plan and manage trainee rosters to balance operational needs and learning exposure. <p>Food Safety, Hygiene & Compliance</p> <ul style="list-style-type: none"> • Maintain a clean, safe, and compliant kitchen environment in line with food safety regulations. <p>Inventory, Stock & Waste Management</p> <ul style="list-style-type: none"> • Support effective stock control, storage, and waste reduction. <p>Front-of-House & Interdepartmental Support</p> <ul style="list-style-type: none"> • Support coordination and communication between kitchen, FOH, training staff, and management. <p>Administration, Planning & Delivery</p> <ul style="list-style-type: none"> • Complete required administrative tasks and manage own workload effectively 			

OTHER / BEHAVIOURAL COMPETENCIES	
<ul style="list-style-type: none">• Leadership & Positive Role Modelling• Mentorship & Coaching• Clear Communication• Teamwork & Collaboration• Accountability & Reliability• Attention to Detail• Problem Solving & Sound Judgment• Adaptability & Flexibility• Stress Management & Resilience• Initiative & Proactiveness• Professionalism & Work Ethic• Safety Awareness & Compliance Focus	
<p>Appointment/s will include the principles of Employment Equity. We encourage applications from women, persons with disabilities, and individuals from diverse backgrounds. Due to the high volume of applications, only shortlisted candidates will be contacted. If you have not heard from us within 30 days, we regret to inform you that your application has not been successful.</p>	
APPLICATIONS TO	https://forms.gle/yNxmpVoz7oF1cQ4n8
CONTACT NUMBER	041 581 2543