



Several vacancies may be available - multiple selections may be made

Job Title:	Dining Facility Manager (S-1667-09)
Location:	RAF Fairford
Vacancy Number:	351241
Close Date:	07 July 2026
Hours and Schedule:	37.5 hours per week: Fixed schedule (0800-1630)
Hourly Pay:	£18.09 - £25.10

Benefits:

- **Competitive Salary:** the starting salary for this position is £18.09
- **Holiday:** 25 Days Annual Leave + 8 US Federal Holidays
- **Paid Sick Leave**
- **Pension Scheme**
- **Free On-Site Parking**
- **Employee extras such as:** Life Assurance scheme, Employee Assistance Program, Specialized Training, Developmental Opportunities, Receive time off, cash, and honorary awards for significant contributions

Job Description

The primary purpose of this position is to manage the operations of the RAF Fairford Dining Facility (DFAC).

The Dining Facility Manager oversees daily food service operations and personnel, serving as the Contract Officer Representative. This role ensures all food production, health and safety protocols, and menu items strictly adhere to Air Force standards. Additionally, the manager handles comprehensive supervisory duties including scheduling, training, performance evaluations, and addressing employee relations to maintain an efficient, compliant, and equitable work environment.

The manager is responsible for financial analysis and inventory control. This involves preparing budgets, identifying facility repair needs, and forecasting consumption rates to ensure adequate supply levels without excess waste. They also enforce strict internal controls to prevent fraud and abuse, ensuring accurate accountability for all supplies, equipment, and meals served.

Qualifications and Key skills

One years specialized experience demonstrating the key skills listed below.

- Knowledge of management principles or practices in the functions of a government or institutional setting or in a commercial restaurant environment.

- Knowledge or experience of payroll, budgeting and inventory control and/or equipment maintenance.
- Knowledge of techniques, regulations, requirements, and procedures related to the operation of a dining facility or restaurant.
- Skill in applying the provisions of the performance requirements summary to perform surveillance of contract operations.
- Knowledge of internal audit procedures to monitor budget execution.
- Knowledge of safety, security, personnel management, and EEO regulations, practices, and procedures.
- Ability to plan, organize, and direct the operations and staff of a section.

Other Significant facts

- You will be required to handle and safeguard sensitive information in accordance with applicable US and UK laws, rules and regulations. This position may also be coded as mission essential.
- You may be required to travel by military and/or civilian aircraft, and you may also be required to travel to the US or other country, in the performance of official duties or attend necessary training.
- You will be required to complete a 6-month probationary period.
- Start & end times may be modified due to mission needs and in accordance with organization's flexible working policies. Overtime may be required and you may be assigned other duties not included in this position description, but that are appropriate to the grade and skill set of the incumbent.
- You must be able to communicate effectively both orally and in writing.
- You will be required complete Serve Safe and Food Safety Training.
- You may be required to undertake training as directed by management.

NOTE: You will require a security clearance and a right to work in the UK

This position may have certain restrictions on US citizens including US dual nationals due to the Status of Forces Agreement. For additional information contact the LNDH team on 01638 544955.

LNDH Application: <https://forms.osi.apps.mil/r/HiHn37upJw>

Supporting Documents to be submitted via email to 100fss.fsmc6@us.af.mil