



US Visiting Forces
Local National Direct Hire (LNDH)

Job Title:	Food Service Manager	PP-SRS-GRD:	CS-7408-04
Location:	RAF Lakenheath	Vacancy Number	479202
Open Date:	8 July 2024	Close Date	15 July 2024
Work Hour Per Week	39	Salary (Per Hour)	£18.71-£20.47

***** Several vacancies may be available - multiple selections can be made from this announcement *****

Main Purpose

We are currently seeking a highly skilled and motivated individual to join a premier team of Food Service Workers at 48th Force Support Squadron, Royal Air Force Lakenheath, United Kingdom.

The successful applicants will have supervisory responsibility over subordinate workers in the Dining Facility. Their duties will include having overall work planning responsibilities which include establishing work schedules for all appropriate employees as well as adjusting them as necessary. In addition, they will provide work direction responsibilities and perform administration responsibilities for the Dining Facility. In the course of their day-to-day duties, they will Apply Equal Employment Opportunity (EEO)/Equal Opportunity Treatment (EOT) principles and requirements to all personnel management actions and decisions, and ensure all personnel are treated in a manner free of discrimination.

If you're looking for a challenging, gratifying career supporting the US Visiting Forces in the United Kingdom -- this job is for you; apply today!

Knowledge and Experience Required - Applicants must demonstrate the following:

- Knowledge of a wide range of principles, processes, and techniques of food service, supervisory and personnel management policies, practices, and procedures, including sexual harassment and Equal Employment Opportunity/ Equal Employment Treatment.
- Knowledge of safety regulations, practices, and procedures.
- Knowledge of the use and maintenance of cooking/serving equipment, precision measuring and/or other equipment common to food service.
- Ability to read and interpret inventory reports, financial statements, production logs, diagrams and technical specifications.
- Ability to plan and organize work assignments to include determining resources required to accomplish mission.
- Ability to communicate effectively, both orally and in writing.

Other Significant Facts Pertaining to this position:

- The work may require the employee to drive a motor vehicle operator. A Category B Driving license is required.

Other Important Information

- Hours of work: Hours between 0600-2100 (as rostered). Monday to Friday. Start & end times may be modified due to mission needs and in accordance with organization's flexible working policies.
- Will be required to handle and safeguard sensitive information in accordance with applicable US and UK laws, rules, and regulations.
- Must obtain and maintain the appropriate security clearance.
- May be assigned other duties that are appropriate to the grade and skill set of the employee.
- May be required to travel by military and/or civilian aircraft in the performance of official duties or attend necessary training.
- Position may be coded as mission essential.
- A 6-month probationary period will be required.
- Overtime may be required.
- May be required to travel overnight to US or other countries in the performance of official duties or attend necessary training.

Benefits

- 25 days annual leave plus UK Bank holidays, year-to-year carryover in accordance with program policy
- Paid Sick Leave; year-to-year carryover in accordance with program policy.
- Pension Scheme
- Life Assurance Scheme
- Employee Assistance Program (EAP)
- Free on-site parking
- Specialized Training provided throughout entire period of employment.
- Development opportunities available
- Time off, cash and honorary awards and recognition available for significant contributions and consistent high performance
- Free access to on-site gym facilities

Who Can Apply

- Citizens of the UK, Nationals of European Community (EC) Countries, and Commonwealth Citizens, other Foreign Nationals, and Stateless persons provided no restrictions have been imposed as a condition of continued residency in the UK.
- Applicants who have a minimum of five years consecutive residency in the UK are considered for this position; however, those who do not meet this criterion will be considered on a case-by-case basis. All successful applicants will require a security clearance.
- Please note pre-appointment security clearance requirements may delay start date.
Proof of identification in the form of a photo ID will be required, for example a driving license or current passport.
- This position may have certain restrictions to US citizens due to the Status of Forces Agreement. For additional information contact the LNDH team on 01638 544955.

How To Apply

Interested candidates must complete an application form obtainable from the Civilian Personnel Website;

<https://forms.osi.apps.mil/Pages/ResponsePage.aspx?id=jbExg4ct70ijX6yIGOV5tJFWr-1TEKJFm98gYVwgSO1UOTNIUk5BWVJURIRHUFRJWUk3Nk1TVFM3Ty4u>

All applications must submit the following documents via email to 100fss.fsmc6@us.af.mil prior to the closing date of the advertisement to be considered for the position.

Required Documents

- LNDH Application
- Curriculum Vitale (CV) and/or Resume (*A CV/Resume is encouraged. Decision to include a resume will not increase or decrease probability of selection*)
- Transcripts
- Certifications
- Letters of Recommendation
- Right to Work Documentation

Equal Opportunity Employer

There will be no discrimination in employment practices based on gender, age, marital status, disability, race, nationality, religion or beliefs, sexual orientation, being or not being a member of a trade union.

