

Job Description

- Lead and supervise the bakery team in daily production, whilst contributing towards building an efficient team of employees.
- Develop and execute high-quality breads, pastries, and specialty baked goods.
- Innovate and introduce new recipes aligned with customer preferences and seasonal trends.
- Maintain consistency, quality, and presentation standards.
- Manage Bakery department schedules, inventory, and cost control.
- Ensure hygiene, safety, and food handling standards are met.
- Order raw materials as per daily/weekly requirement and liaise with the Procurement and Stores department to ensure on time delivery.
- Ensure food safety standards and procedures are adhered by all subordinates with attention to training/Occupational Health & safety standards for food production employees independently.
- Implement On-The-Job/Class Room training programs in accordance with Training objectives.
- Evaluate the performance of direct subordinates and initiate development action plans at regular intervals.
- Coordinate and conduct daily briefings, weekly meetings with line staff, meet with Head of Production, Executive Chef, Sous Chef and Kitchen Supervisors to review safety and sanitation, food quality & menu development.
- Ensure all food production and storage areas are maintained in a safe and hygienic manner.
- Maintain inventory of perishables and supplies at minimum level necessary to meet forecasted business levels.

Requirements

- Full or Part Professional Qualification in Hospitality Management from a reputed institute with 1 year in Executive capacity.  
OR
- Diploma or Degree in Bakery Arts / Culinary Arts from a recognized institution with 01 year of experience in Executive Capacity.
- Expertise in star class hotels & large-scale production.
- High level of IT literacy including sound knowledge in MS Office, Excel and PowerPoint.
- Excellent writing and oral communication skills, leadership skills, negotiation/problem solving skills, analytical skills and sound planning and organizing skills coupled with a methodical approach to work.
- Ability to work flexible shifts and meet production deadlines.

Benefits

The selected candidate can be assured of an attractive remuneration package with fringe benefits.

Job Information

Grade  
8.1

Division Name  
Production Division

Date Opened  
22/08/2025

Application Closing Date  
05/09/2025

Job Type  
Full time

Industry  
Hospitality

City  
Katunayake

Province  
Western Province

Country  
Sri Lanka

Postal Code  
11450