

**Job Title:** Hospitality Executive – Mess Operations

**Location:** Dalhousie Public School, New Chandigarh

**Department:** Food & Hospitality

**Job Overview:**

Dalhousie Public School is seeking a dedicated and professional **Hospitality Executive** to oversee the day-to-day operations of the school mess and dining facilities. The ideal candidate will ensure a high standard of hygiene, food quality, and service is maintained for students and staff, while managing vendors, staff, and meal schedules efficiently.

**Key Responsibilities:**

- Supervise daily operations of the mess and dining area.
- Ensure timely and hygienic food service to students and staff.
- Coordinate with kitchen staff and food vendors for menu planning and supplies.
- Monitor food quality, portion control, and cleanliness.
- Handle student feedback and resolve food-related concerns efficiently.
- Maintain stock inventory and oversee procurement of rations and supplies.
- Ensure compliance with health and safety regulations.  
Conduct regular audits for kitchen and dining hygiene.
- Maintain rosters and supervise mess staff.  
Assist in planning special meals or events (festivals, guests, etc.).

**Requirements:**

- Minimum 2–3 years of experience in hospitality, preferably in an institutional setup (school, hostel, college, or corporate cafeteria).
- Strong leadership skills.
- Good communication and interpersonal abilities.
- Knowledge of food safety and hygiene standards (FSSAI norms).
- Ability to work with kitchen teams, vendors, and students professionally.

**Preferred Qualifications:**

- Degree/Diploma in Hotel Management, Hospitality, or related field.
- Experience in school/residential institution settings is an advantage.

**Remuneration:**

- As per industry standards and commensurate with experience. Accommodation may be provided if required.