

CENTRE OF EXCELLENCE IN REPRODUCTIVE HEALTH INNOVATION

UNIVERSITY OF BENIN

BENIN CITY, NIGERIA

CALL FOR EXPRESSION OF INTEREST IN MANAGING CERHI CAFE

The Centre of Excellence in Reproductive Health Innovation (CERHI) is an international Centre of Excellence at the University of Benin that carries out administrative, academic, and research activities aimed at building capacity in key disciplines related to reproductive health. As part of its self-sustaining efforts, the Centre has established several business ventures including a cafe where staff and students can obtain high quality, affordable, and health-conscious food varieties as they implement various activities in the Centre. The Cafe is fully equipped with modern equipment for producing various kinds of culinary items, and has a fully airconditioned outlet where clients can seat and savor the food items.

The purpose of this call is to invite bids from interested parties/contractors/food managers for consideration to co-manage the cafe with CERHI on a sustainable basis.

RESPONSIBILITIES

The selected contractor, working with CERHI in a joint ownership venture will:

- Oversee all aspects of the cafe's kitchen operations, including menu planning, food preparation, and the maintenance of high standards of cleanliness and hygiene.
- Create innovative and delicious dishes that cater to a diverse range of customers' tastes and dietary requirements.
- Manage inventory, ordering, and stock control to ensure optimal efficiency and cost-effectiveness.
- Select, lead, supervise, and mentor the kitchen staff, providing guidance and support

to maintain a productive and motivated work environment.

- Collaborate with CERHI's management to develop new concepts and ideas to continuously improve the cafe's offerings and attract more customers.
- Contribute to the development and implementation of marketing strategies to promote the cafe and increase customer engagement.

REQUIREMENTS

- Evidence of registration with Corporate Affairs Commission (CAC)
- Evidence of past performance as a food vendor (certification in the culinary profession will be an advantage)
- Proven experience in a similar role, demonstrating exceptional skills in menu design, food presentation, and culinary techniques.
- Strong leadership and interpersonal skills to effectively manage a team and collaborate with other staff members.
- Excellent knowledge of food safety and sanitation regulations.
- Ability to thrive in a fast-paced environment while maintaining attention to detail and consistently delivering high – quality food.
- A creative mindset and willingness to experiment with new flavors and ingredients to create unique dishes.
- Solid understanding of budgeting and financial management principles to optimize profitability
- Proof of honesty and the transparent management of resources will be sought both formally and confidentially

SUBMISSION OF APPLICATION

- Interested candidates should submit their business profile, along with the CV of the team leader,
- The application should include a description of not more than 3 pages on how they intend to manage the Cafe on a profit-sharing basis, and the innovations they will bring into the management of the cafe while understanding the special needs of the staff and students at the University of Benin. It should also include a list of the food items that would be available and an idea about the budget and cost of the food varieties.
- The detailed submission should be provided in sealed envelopes which should be inserted in a closed box to be located in the office of the Program Manager of the Centre of Excellence in Reproductive Health Innovation (CERHI), University of Benin, Benin City, Nigeria.

SUBMISSION CLOSING DATE AND TIME

Closing date for the submission of applications is **14 October, 2023 by 12noon**. The submission box will be opened on **15 October 2023**, at a ceremony to which all submitting partners will be invited.

IMPORTANT INFORMATION

The bids will be analyzed to shortlist eligible and suitable applicants. Only shortlisted candidates will be contacted for interviews and further evaluation

We look forward to receiving your credentials and reviewing your application

SIGNED

CERHI MANAGEMENT