

Job Title: Quality Control Manager

Department: Quality Control

Supervisor: President

Job Description:

Primary Responsibility:

The Quality Control Manager is the gatekeeper and recorder for processes and products produced in all departments. Primary responsibility is to ensure that all products are of the highest quality and meet or exceed all company, customer, and governmental standards.

Essential Duties and Responsibilities:

1. Employee must oversee manufacturing all products and validate that all products were made in compliance with established QC/QA protocol, which includes, but is not limited to, the following:
 - a. Lab and QC methods analysis: consists of monitoring product integrity and conducting product testing using visual, sensory and technical equipment on a regular basis.
 - b. Examining, testing, and measuring product during daily production runs, ensuring a match to specifications: recording all production data on appropriate forms.
 - c. Checking product for visual defects.
2. The Quality Control Supervisor is responsible for the training, supervision and evaluation of QA/QC personnel.
3. Employee will initially and periodically review established practices and protocol – ISO 22000, HACCP, TQC, testing and recall programs - and recommend and implement approved changes.
4. The Quality Control Supervisor will work with plant managers and production supervisors to manufacture all products in a consistent manner and in compliance with all governmental and customer-directed requirements of food safety and quality. The Quality Control Supervisor will also work with plant managers, production floor supervisors and their staff to maintain and improve existing quality control procedures and “trouble-shoot” QC/QA related production problems as they arise.

Other Duties:

Coordinating with USDA, NMOCC, OU, Silliker Labs and other officials; preparing, conducting and complying with regular inspections and audits.

Qualifications:

Minimum Education: B.S. preferred in Food Science, Agricultural Science and/or Microbiology or 3-5 years of relevant industry experience.

Knowledge of ISO 22000, QC/QA, HACCP, TQA programs, audits and management.

Employee must have an understanding of state and federal regulations.

Employee must have a strong understanding of Quality Systems Design and Implementation.

Skills needed:

Candidate must be detail oriented and possess analytical skills to detect and resolve product and production issues. This position requires strong verbal communication skills, teamwork and leadership: the QC Supervisor must enforce the rules and regulations of production processes in a confident and positive manner and continue to instill effective quality control concepts and procedures in Managers, Supervisors and Staff.

Candidate must be self-motivated, energetic, and well organized in order to complete all duties accurately and on time. Strong written communication skills are also required to document all activities and keep accurate, accessible and orderly records.