

JOB DESCRIPTION

Position: Manager of Food Safety – Repack and Import Operations
Location: Gloucester City, NJ
Department: Imports and Supply Chain
Reports To: VP of Imports and Supply Chain
FLSA Status: Exempt

SUMMARY:

Responsible for improving, managing, monitoring and verifying company's food safety programs, in accordance with the company's good manufacturing practices, policies, procedures, and federal and state requirements. The Manager will be required to implement programs and processes to ensure FSMA compliance proactively, in place and monitored frequently. Provide direct technical support and assistance, resolve technical issues, promote, implement, improving and monitor the food safety processes and systems, necessary to sustain company's defined GSFI certification status. Ensure international producers meet the Foreign Supplier Verification Program requirements.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

Responsibilities include, but are not limited to:

- Ensure compliance to New Jersey, Local Counties and federal food safety standards, including (but not limited to) FSMA, FDA, and USDA requirements.
- Ensure that the company's processes and systems are adequate to implement, achieve and maintain GFSI certifications (BRC, PrimusSQF, SQF or FSSC 22000 – accordingly company's determination), in coordination with all company's facilities and Food Safety teams.
- Support in periodic HACCP reviews, implementation of FS/Quality data collection records, and implementing/maintaining necessary calibration programs for all lines of products.
- Manage development, implementation, and maintenance of the quality systems.
 - Documentation system, claim investigations, corrective actions, and complaints.
 - Document control, internal auditing, and manage internal and external communication of quality information.
- Establish an Outside Growers Certifications Program for foreign suppliers.
- Work directly with other Regional Food Safety Leaders through a Steering Team that will enable cooperation of best practices and processes that can be implemented throughout the Wonderful Citrus enterprise.
- Coordinate Food Safety Programs and initiatives within other Departments such as International Program Managers to ensure fully integrated Food Safety systems are in place throughout sourcing, external grower and packing processes.
- Facilitate and coordinate efficient and effective Quality and Food Safety standards, in line with customer expectations and achieving company's performance targets.
- Develop employees knowledge of FS and Quality through periodic training, annual reviews, monitoring, and mentoring.
- Conduct traceability exercises, mock recalls and provide necessary costumers follow ups related to eventual FS complains.
- Support and mentoring of the sanitation group in order to improving sanitation and micro-testing programs in accordance with FS and Quality Standards needs.
- Work closely with Operations, Quality and Sales teams in the areas of quality program management, inspection coordination, and testing requirements, including microbial testing and Pest Control programs eventually lab management.

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- Support implementation of necessary systems and databases, including but not limited to: document control, internal non-conformance tracking/resolution and SOP writing.
- Support necessary internal quality assurance systems and maintain infrastructure system (e.g. QFSM- electronic data collection of CTQ and CTFS) to improve and support company growth and continuous improvement.
- Maintain current knowledge of trends and changes affecting food safety and develop and recommend appropriate program changes, to ensure customers and governmental compliance.
- Advising Operations management staff of any food safety issues in addition to presenting plausible solutions.
- Lead FS internal audits (monthly, quarterly, and annual) including monitoring of internal CARs and associated reporting as required.
- Maintain a team environment among department and supervisory staff.
- Work and communicate directly with the VP of Quality and Food Safety -Wonderful to ensure continuity of processes and procedures are applied within the Wonderful Citrus operations.

QUALIFICATION REQUIREMENTS:

- Four-year degree (BA or BS), Food Science, Biology, Microbiology, Engineering (could be consider as well the candidate's personal working experience at equivalent functions).
- Previous experience in produce or food processing fields a must.
- 5-7yrs experience in Quality Assurance or Food Safety management positions expected.
- Operational level experience; driving quality assurance in a high-volume production environment is desired.
- Must have proven experience and participation (at management level) at Production, Quality/FS and/or Sanitation areas, of successful implementations of GFSI's approved certification schemas (BRC or SQF highly preferred).
- Deep Understanding of GFSI certification standards (or other stringent certification schemes) requirements a must.
- Experience in generating Food Safety and Quality documentation and reporting, including submitting and implementing corrective action plans.
- Technical knowledge of quality and food safety systems, and Solid understanding of Good Manufacturing Practices (GMP's).
- Experience dealing with regulatory agencies audits (e.g.: USDA, FDA, etc).
- Presentation and Communication with an Executive audience a must.
- Proven ability to lead teams and initiate constructive changes without daily direction.
- Computer proficient in Excel, Access, Word, etc...Capable of quickly learn and interact with structural Databases and programs (e.g.: Oracle OPM and specific Quality Software packages - QWB, QFSM, ChartRunner, etc).
- Bilingual (Spanish) a plus.
- HACCP trained.

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SKILLS & ABILITIES:

- Strong leadership skills Strong verbal and written English communication skills
- Strong implementation and execution skills
- Good organizational and planning skills
- Ability to be relatable, personable, and productive within a team environment
- Strong Analytical skills

Language Skills:

Ability to read, analyze, and interpret general business periodicals, professional journals, technical procedures, or governmental regulations. Ability to write reports, business correspondence, and procedures manuals. Ability to effectively present information and respond to questions from groups of managers, clients, customers, and the general public.

Mathematical Skills:

Ability to work with mathematical concepts such as fractions, percentages, ratios, and proportions to practical situations.

Reasoning Ability:

Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.

Physical Demands:

The physical demands described here are representatives of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to stand, walk, talk and hear. The employee frequently is required to stand; sit; use hands to finger, handle, or feel objects, tools, or controls; and climb or balance. The employee must occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, and the ability to adjust focus.

Work Environment:

The work environment characteristics described here are representative of those and employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The noise level in the work environment is moderate most of the time.