

Food Safety Manager

Wage: DOE

Hours: 7:00am – 3:30pm / Monday - Friday

*Hours and days may vary depending on Company need

Benefits: A generous benefit package is offered as well as paid vacation and sick leave. 401k after one year of service to the Company.



Job Responsibilities:

- Must walk facility four times per day to observe and evaluate processes
- The Food Safety Managers primary responsibility is to manage the Food Safety Program, all programs within and everything it entails.
- Must keep the facilities Food Safety Program/certification valid and up to date
- Must develop and implement comprehensive Employee Safety Program
- Must assist in keeping all Identity Preserve programs/certifications valid and up to date
- Must do final records review for all related documents: Glass Log, Preventative Maintenance Log, Sanitation Log, Pre- operational check sheets, Pest Control log, fumigation records
- Evaluate the facility and work with Maintenance and Production for changes to improve over all food safety
- Must understand and keep up to date the Waste Management Program, Hold and Release Program, Approved Supplier Program, Customer Complaint Program along with Production Manager, Recall Program, Business Continuity Program, Emergency Response Program along with Safety Manger, Pest Control Program along with Warehouse Manager, Document Control Register and be confident in training any other employee in what is contained therein
- Complete customer audit requests sent in by purchasing, or future customers in regards to food safety, forward on to production if needed
- Electronically and physically manage all paperwork that records daily kernel production and begin the trace for each
- work order, give production tracking to Production Manager
- All lot traceability must be completed by work order within a week of the pack date
- Must review all pre-operational check sheets daily for tasks being completed correctly in a timely manner, create
- Maintenance Work Order as needed, and enter in CAPA log as needed
- Enter and train employees to utilize the Equipment and Product Hold Logs as appropriate
- Must verify all work done by the sanitation crew through inspection/training in addition to Sanitation Supervisor
- Review maintenance work completed along with Production and Maintenance, to ensure equipment is ready for restart, sign off where required
- Must prepare lab samples daily for completed work orders
- Must be able to comply with any rules and regulations set by the company

Qualifications:

- 3 + years previous experience with Quality Assurance in a food environment required
- Preferred Bachelor's degree in Food Science or related field and/or equivalent experience
- Strong knowledge of local, state and federal laws and requirements to maintain compliance (FDA, FSMA)
- SQF certification experience, HACCP Certification, PCQI certification, a plus
- Bilingual (English / Spanish) skills helpful

To Apply: Complete the online application at www.andersenshelling.com

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