



## Working Title: Quality Assurance and Food Safety Manager

Program/Department: Operations

Location: Maple Ridge, BC

### Position Summary

Reporting to the General Manager at Silver Valley Farms Ltd, the Quality Assurance and Food Safety Manager plays a pivotal role in both of our fruit divisions. The QA/Food Safety Manager is responsible for ensuring food quality, certifying correct preventative measures are implemented, creating SOPS and preparing for audits.

The role requires a senior and experienced QA/ Food Safety Manager. The manager will have daily involvement in procedures for both Fresh and Frozen fruit. The QA/Food Safety Manager is responsible for monitoring compliance with quality standards on the production floor to ensure that the fruit specifications comply with regulations and food safety practises. In addition to the above, the following accountabilities of the QA/Food Safety Manager are to ensure that standards are met with company regulations /requirements on a continuous basis and regular fruit testing/sampling. This position plays a vital role with both our Fresh and Frozen fruit.

### Responsibilities

- Ensures effective execution of all FSQA programs in order to meet corporate, customer and 3<sup>rd</sup> party audit food safety strategy & quality standards as well as all regulatory requirements (CFIA, Health Canada, USDA, FDA, etc). Provided leadership and technical support to plant operations and growers in the areas of food safety, regulatory compliance
- Maintain SQF Level 3 Program
- Conducts internal audits for Growers, Fresh Packing House & IQF Processing Plants and handled external audits (Primus-GFSI, customers, CFIA, etc). Ensured timely closure to necessary corrective action items associated with all audits.
- Uses fact based analysis, providing recommendations to improve the growers food safety and quality systems and responsible for the successful direction, implementation and maintenance of the quality program at the plants (Fresh and Processing)
- Develops, reviews and implements HACCP Plans and associated pre-requisite programs for fresh & processing facilities
- Implements various SOPs for Sanitation, EMP (Environmental Micro Program), Quality Control, Food Defense, Vendor Approval, Health and Safety, GAP-Grower Food Safety and etc. and ensures that all plant employees and all related growers are properly trained in quality and food safety related procedures by developing and/or presenting training materials



- Coaches QA team and implements processes and improvements within the facilities and the departments ensuring that all products meet specifications and requirements
- Manages holds and releases activities in a timely manner to support pathogens test programs, non-conformance situations. Investigations on quality deviations using root cause analysis techniques
- Maintains accurate records for the department including required documentation of processing and production to expedite record review and other information required in the case of product recall
- Authorizes QA documents (Product specifications, COA, Health Certificate, COO, packing slip, etc) and provides customers with regulatory documents (B13 and Phytosanitary certificate)
- Other duties as assigned by senior management

#### Qualifications

- Designation from a recognized/reputable university/college
- In depth knowledge of SQF Level 3
- In depth knowledge of HACCP and FSQA programs
- Familiar with external audit (CFIA, Primus-GFSI)
- Self- motivated
- Strong leadership for mentorship
- Able to work with different facets within organization
- Willingness to work longer hours during harvest seasonal operation
- Proficient in (MS Word and Excel)
- Strong verbal and written communication skills (English).

*All interested applicants please submit resume via email to: [amy@silvervalleyfarms.ca](mailto:amy@silvervalleyfarms.ca) . We thank all applicants for their interest, only those selected for interviews will be contacted.*