



QUALITY ASSURANCE TECHNICIAN (NOC Code: 2233; Skill Type: B)

Job Summary:

Reporting to the Quality Assurance Supervisor, the Quality Assurance Technician is responsible for ensuring that all products manufactured are in accordance with internal, regulatory, and customer quality management systems.

Key Responsibilities:

- Monitor product safety and quality, production process and personnel GMP practice to ensure the compliance to established procedures (SOP's), standards and requirements.
- Perform production line QA functions as required.
- Perform Pre-operational and/ or during production cleanliness inspection. Perform various swabbing for product safety monitoring
- Identify, report and investigate any deviation to procedure, system or standard and assist with implementing corrective actions and follow ups
- Perform and assist in administrating internal and external lab testing and test result documenting
- Participate or assist in employee Food Safety and Quality training
- Participate in compliance of CFIA and Health regulations, and customer's requirements through inspections or audits of the facility to ensure food safety and quality standards are met
- Liaise with other departmental management to meet food safety and quality compliance, and provide assistance to other departments as needed or requested
- Inspect incoming raw materials and approve/disapprove their release; administrate records and verify all external or suppliers' documents based on GPI's requirements.
- Participate or assist in internal audits in as needed basis
- Document reports, complaints, departmental requests and assist with all administrative functions associated with this role.
- Assist in the continual implantation and improvement of food safety programs such as SQF, HACCP and HACCP Prerequisite Programs
- Follow all company policies and procedures, including: GMP, SQF, HACCP, Health & Safety, Attendance, etc.
- Follow safe work practices and procedures as per company policies and procedures and Work Safe regulations.
- Other duties as assigned

Requirements, Skills & Qualifications:

- B.Sc. or college diploma in Food Science or related fields Technology or the equivalent combination of education and experience.
- 1 year experience in industrial food manufacturing specializing in Quality Assurance/ Quality Control activities an asset.
- Understanding and application of experience of food science principals, production processes, statistics, sensory evaluation, and analytical techniques.



- Strong knowledge of HACCP, Prerequisite Programs, and GMP's.
- Must be able to work independently as well as in a cross functional team environment.
- Strong organizational and problem-solving skills
- Must be computer proficient (MS Office & Excel).
- Good interpersonal and communication skills
- Excellent time management and stress managing skills
- Strive in fast paced environment
- Strong verbal and written communication skills (English)

Working Conditions:

- Must be available for day, afternoon, graveyard and weekend shifts
- Combination of an office and plant setting
- Manual dexterity required to use desktop computer and peripherals
- Interacting with various levels of management and employees
- Exposure to some job related hazards, including: slippery floors and machinery