



## Job Title: QC Technician (Mat Leave)

Location: Richmond

Position: 1 year contract (April 2018 – April 2019)

### General Description

The QC Technician would be responsible for pre-loading inspection and report-sending, inspecting incoming raw materials, environmental temp checks, Cut-spec checks, raw material COA records keeping, and dealing with Raw Material Quality Complaints from Production associates on the floor.

### Duties & Responsibilities

Responsibilities include but are not limited to:

- Enforce QC/QA program through communication with production personnel in the plant
- Problem solving & trouble shooting of product quality issues
- Conduct inspections of raw & finished product – product assessments upon receiving; micro-biological testing of samples; collection of product & environmental samples for micro-biological testing
- Conduct pre-op checks and regular process line testing including metal detector monitoring/verification and product quality checking on the production floor
- Monitoring production staff and surroundings for GMP, HACCP & SQF/GFSI compliance
- Assist in investigating product quality, foreign matter, and food borne illness complaints
- Record keeping & completion of QC/QA forms
- Any other food safety and quality control related job assigned by FSPM Manager

### Education & Experience

- Science/Food Science/Food Tech diploma, or degree, is required
- Knowledge & experience with HACCP, SOP's, SSOP's, GMP's
- Knowledge and work experience in GFSI (SQF/BRC) would be considered as an asset

### Skills

- Ability to work with other staff and management
- Ability to work in refrigerated and fast-paced environment
- Good communication skills and ability to speak and write fluent English
- Excellent verbal and written English skills
- Self-motivated person who enjoys challenges and working in a fast-paced environment
- Physically fit – lifting up to 45 lbs. may be required
- Computer skills and experience with Microsoft
- Must be well organized and demonstrate effective time management skills
- Experience or knowledge of Good Laboratory Practices (GLPs)
- Results oriented & attention to detail, self-motivated and works well under pressure.

### **Application Instructions:**

For all interested candidates, please email your resume to [careers.fpfcc@freshpoint.com](mailto:careers.fpfcc@freshpoint.com) attention to Dorothy Lee by Wednesday March 7<sup>th</sup>, 2018. \*\* We thank all applicants for their interest; however, only those selected for interview will be contacted. \*\*