



## JOB DESCRIPTION- QUALITY ASSURANCE SUPERVISOR

### **Job Purpose**

Under general direction, ensures that the food production process is safe, by monitoring and controlling the production process from raw ingredient intake through to serving and/or packaging of finished products for all MEP companies, while safeguarding that all processing and preparations meet rigorous industry standards of quality and hygiene.

### **The Quality Assurance Supervisor will:**

1. Ensure quality control of raw materials and finished products.
2. Lead the quality function on-site, and off-site, to ensure that products and processes comply with documented requirements, systems, and specifications.
3. As the QAS practitioner, ensure the quality, food safety, hygiene and sanitation programs meet regulatory requirements.
4. Manage quality standards and quality policies, measuring performance against internal and external standards such as HACCP and ISO 22000.
5. Evaluate the cleanliness of equipment, utensils and work areas.
6. Ensure a solid working knowledge of HACCP AND ISO22000 standards.
7. Maintain the long-term continuity of production and service quality.
8. Evaluate the cleanliness of equipment, utensils and work areas.
9. Complete tests required for food product packaging.
10. Assist in setting quality standards and ensure that production is maintained at such standards.
11. Inspect and test products and production processes.
12. Ensure that all quality policies and procedures to meet national and international standards.

### **Reporting:**

1. Prepare graphs, charts and reports from test results.
2. Keep records of all tests that have been carried out.
3. Maintain the company quality manual and quality records.
4. Ensure that all check sheets are correctly completed, and all non-compliance found have had the correct action taken and signed off.
5. Report Quality metrics and trends routinely utilizing analysis tools to determine quality performance.
6. Develops and delivers effective communications that provides the General Manager with appropriate awareness and/or recommendations for quality assurance standards, program updates and process changes.

**Qualifications:**

- Formal tertiary qualifications, with a Minimum of 2 + years' experience in similar role overseeing a food or beverage manufacturing line.
- Demonstrated ability to manage costs and budgets whilst nurturing a team first culture.
- Specific expertise in maintenance, quality, health and safety in a food or beverage manufacturing environment.
- The ideal candidate will have demonstrated experience in managing a safety culture, high speed packaging, food manufacturing and HACCP and ISO 22000.
- Advanced troubleshooting skills and aptitude for getting things done.
- Mindset and vision to lead change management initiatives.
- Previous experience within a food manufacturing environment.
- A solid foundation and background of production procedures is required.
- Excellent communication skills, and a natural leader. Someone who can guide and mentor and a team.
- Working knowledge of Microsoft Office Suite is an asset.

**Company Benefits:**

Health Insurance, Pension – Uniforms – Lunch.

**Other requirements:**

- Applicants must have a no-convictions police record.
- Applicants must be able to demonstrate their acquired skills upon request.

*Qualified Caymanians and PR Holder are strongly encouraged to apply and will receive priority for consideration.*

**How to apply:**

Qualified applicants can visit the following link to apply:

<https://miseenplace.bamboohr.com/careers>.

**Only those applicants who qualify will be contacted.**