Job Description

Quality Control and Technical Services Manager

The position of Manager of Technical Services will oversee several areas of responsibility including QA, QC, Regulatory Compliance and assist with R&D projects. Oversight of all compliance issues, GMPs, HACCP/HARPC, SOPs, government inspections and facility audits. Creating and maintaining product specification sheets, nutritional information and shelf-life studies.

Culinary Farms continues to improve the quality control and technical services function of its Woodland, California, facility. In addition, Culinary Farms has a tomato drying facility in Fairfield, California as well as several offshore sources of products.

Duties and Responsibilities:

• Create and maintain product specification sheets, nutritional information and shelf-life studies.
• Oversight of, and making necessary revisions to, HACCP/HARPC, GMPs and SSOPs, risk assessments and flow charts.
• Oversight of incoming raw material sampling and testing program.
• Oversight of finished product microbiological testing program.
• Ensure compliance with government regulatory agencies and third-party audits.
• Manage Regulatory, Kosher and Organic Certifications.
• Manage Pest Control Program and ensure it meets organic and third-party audit requirements.
• Daily monitoring of HACCP/HARPC, Kosher, Organic and in-house programs and procedures.
• Train production and sanitation staff in the use of HACCP/HARPC, GMPs and SOPs.
• Conduct internal audits and review of all policies and programs.
• Assist in the development of new products, process improvements and application of ingredients into food systems.
• Provide technical support for customers and brokers.
• Respond to customer questionnaires and vendor surveys.
• Manage the Supplier Approval Program and conduct supplier audits.
• Report to Senior management on KPI’s and metrics set by corporate
• Investigate and respond to all complaints and track vendor corrective actions
• Maintain and adhere to a departmental budget
• Educate Sales and other departments regarding the specific customer requirements

Minimum Qualifications:

• BS degree in Food Science or related field
• Must be HAACP certified
• 4+ years of experience in Quality Control
• Good negotiation skills with customer oriented attitude
• Excellent written and verbal communication and interpersonal skills
• Basic knowledge of applicable software to infer statistical data
• Must be able to demonstrate past successes in leadership of direct reports as well as the ability to manage a QC department.
• Must be able to lift 50 lbs.
• Must be able to occasionally work in an environment that processes hot chilies and function wearing necessary protective gear

Please forward resume to careers@culinaryfarms.com