

# FOOD SAFETY MANAGER

## **Job Description:**

The Food Safety Manager will develop and oversee all of the food safety regulations, policies, and procedures for WesPak, Inc., a Grower/Packer/Shipper of Stone Fruit, Grapes, and Citrus. The candidate will help to develop, implement and enforce security and food safety standards, policies, and programs including HACCP, PrimusGFS, and GlobalGAP, regulatory audits, food safety training programs, standard operating procedures (SOP's), product inspections, and standardized work instructions.

## **Responsibilities & Duties:**

Specific Responsibilities will include, but not be limited to the following:

- Develop and provide training for food safety and quality requirements
- Develop and maintain documentation such as SOP's, as well as maintenance of manuals, policies and procedures as relate to any food safety concerns
- Conduct facility food safety audits as well as manage third party audits
- Monitor and verify activities to ensure that all products coming in and out of the facility meet food safety standards in addition to quality standards
- Update existing food safety procedures and documentation to keep up with changing requirements
- Work closely with the Packinghouse and Plant Manager on any food safety or quality assurance issues
- Oversee proper maintenance and sanitation of all facility to comply with food safety requirements
- Ensure that all company food safety and quality assurance procedures are followed and documented correctly at all times

## **Qualifications:**

- A minimum of 2-3 years of food safety experience is preferred
- Knowledge and experience in HACCP preferred
- Knowledge in OSHA regulations and procedures is preferred
- Experience with PrimusGFS, and GlobalGAP audits is preferred
- Bilingual English/Spanish preferred
- Able to work unsupervised and manage independently
- Have strong verbal communication skills.
- Strong computer skills required, including MS Office and Excel

## **Compensation/Salary:**

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