



### **Essential Job Functions**

**POSITION:** Quality Manager/SQF Practitioner  
**REPORTS TO:** VP of Manufacturing  
**LOCATION:** Fort Worth, TX

### **POSITION SUMMARY:**

Apply logic and Quality principles as needed per Quality guidelines with all departments.

### **POSITION RESPONSIBILITIES:**

- Manage all verification and validation of all quality and operational activities.
- Responsible for all SQFI systems.
- Handle hold and release program.
- Validate and verify all quality systems to assure that food safety is not compromised.
- Manage company housekeeping and, cleaning and sanitation program.
- Assist in the development and implementation of orientation and training program for employees. The training program includes GMP and associate safety.
- Manage company Hazard Analysis Critical Control Point program.
- Manage the on line quality control program.
- Assist in company research and development activities.
- Assist in the efficient introduction of new products or processes into production.
- Manage all government and client company audits/inspections.
- Manage quality assurance parameters (sensory, physical, chemical, and microbial) and the proper documentation of these parameters.
- Manage all the verification of all operating activities.
- Manage product recall activities.
- Knowledgeable and be available to assist in every other aspect of the operations of the company including shipping and receiving.
- Adheres all quality systems responsibilities, polices and procedures.