



Position/Title: **Quality Assurance and Food Safety Specialist**

Location: Oconto Falls, WI

Type: Full Time

Reports to: Director of Food Safety and Microbiology

Summary:

The Quality Assurance and Food Safety Specialist plays an intricate role in assuring that our over 100-year tradition of producing hand-crafted, award-winning cheese using traditional production methods maintains the highest standards of safety and quality. The Quality Assurance and Food Safety Specialist is responsible for discovery, implementation, adherence and maintenance of policies and practices related to the Springside Cheese quality, food safety, employee safety and certification programs.

Roles / Responsibilities / Accountabilities:

Instruct all plant food safety and quality topics including but not limited to: FSMA, HACCP, GMPs, Allergens, Food Defense, Sanitation, Maintenance and Chemical Safety

Lead facility inspections to assure adherence to quality and food safety standards

Translate knowledge of new policies and methods into procedural action plans and/or instruction for the implementation of better practices

Complete, verify and maintain all reporting related to but not limited to: WDATCP, FDA, DNR and Certification Authorities

Update quality systems, policies and work instructions as needed

Assure that calibrations are maintained on all equipment in the plant

Lead regulatory, certification, customer and 3rd party audits

Maintain all required licenses, permits and registrations

Immediately report any food safety or quality issues to facility management or other individual with authority to take action

Lead the training of all new employees & interns, including quality, food safety, employee safety and chemical safety protocols

Stay current with trending developments involving food and employee safety

Routinely evaluate Springside's current policies and methods and identify the gaps between standards and practice

Attend industry educational opportunities, including but not limited to, webinars, seminars, courses and classes

Travel to other Springside Cheese locations to implement, maintain and instruct staff on related policies and procedures

Partner with milk producers to develop and maintain certifications of Organic, non-GMO, A2A2, and Grass-fed

Accurately and timely process all duties

Maintain the entire work area in a clean and sanitary condition and follow all safety procedures

Other duties assigned by Lead

Qualifications:

High School Diploma required

Associate's Degree or higher in Food Science or Biology, preferred

3-5 years of experience in a food facility, required. Experience in a dairy facility, preferred

FSPCA certification preferred

Understanding of Federal, State, County and Local regulations related to food production, food processing and food retail, preferred

Experience with SQF certification preferred

Knowledge of basic scientific principles and microbiological principles and techniques and quality control principles and procedures

Knowledge of adult learning principles to conduct effective training

Ability to continue education and training related to job responsibilities

Highest standards of ethics and integrity, humble, making our customers feel comfortable and important

Excellent verbal and written communication skills

Highly organized and able to adapt quickly to changing priorities

Self- motivated to succeed, meet deadlines and follow through on tasks

Strong attention to detail for accuracy in all facets of the position

Ability to frequently lift/carry up to 50 pounds, occasionally lift up to 80 pounds with assistance

Ability to walk and stand for long periods of time

Ability to multi-task especially during busy periods

Ability to follow policies and procedures

Ability to work days, evenings, weekends and holidays

Ability to travel up to 30%

For additional career opportunities with Springside Cheese, please visit us at

www.springsidecheese.com/careeropportunities.html

Individuals can apply in-person, download an application online or send a resume to

hr@springsidecheese.com