



Food Safety Technician Job Description

Summary

The Food Safety Technician is responsible for monitoring and enforcing the company's food safety policies and procedures as they are implemented in the facility. The food safety technician is also responsible for assisting the Food Safety Manager in development, improvement, and implementation of the food safety program.

We operate 24/7 and shift flexibility is required. Must be available to work nights and weekends as needed.

Responsibilities

- Assist in development and implementation of food safety program
- Ensure that finished products meet company, customer, and regulatory food safety & quality assurance standards.
- Report issues and resolutions to the management team on a regular basis.
- Organize and update all food safety documents and ensure that all data reflect current state of bakery operations.
- Ability to study and execute documents (Standard Operating Procedures and Test Methods).
- Monitor trends from accumulated reports and identify areas of concentration.
- Communicate with and ensure adequate training of appropriate personnel in food safety and quality programs, policies, and procedures.
- Understand all safety requirements and translate them to operational staff as needed.
- Manage customer complaints by verifying that complaints are documented adequately, prepare trend reports, initiate corrective actions, and conduct appropriate dialogue with customers where required.
- Carry out daily, weekly, and monthly audits on production, sanitation and purchasing documents, to ensure compliance by all parties involved.
- Liaise with vendors to report and resolve issues with raw materials.
- Identify and investigate in-house quality issues, manage QA Hold Program, and establish dispositions in a timely manner
- Train, supervise and motivate all sanitation and production personnel to yield maximum results.
- Contribute to and work alongside various cross-functional teams.
- Build and maintain working relationships with co-workers and external parties; negotiate and handle work problems without alienating people; understand others, demonstrate ability to obtain their cooperation in non-authority relationships.
- Must be alert for all Food Safety issues including GMP violations and personnel safety concerns and report them for correction.
- Aid and be the backup for the Food Safety Manager on handling customer complaints, responding to potential customers requests, accompany regulatory agencies, initiate recalls and to follow up on any Food Safety Issues that need immediate assistance.
- Work with the production team to support quality control
- Participate in Mock Recalls twice a year

Requirements

Qualifications / Education

- Bachelor of Science Degree, with an emphasis in Food Science, Food Safety, Microbiology, or related field preferred.
- HACCP certificate is a plus

Experience

- Related experience in the food industry.
- Proficiency in computer programs and software required.
- Proficiency in supervising and motivating subordinate.
- Proven ability to handle multiple projects and meet deadlines

Skills

- Commitment to excellence and high standards.
- Excellent written and oral communication skills.
- Strong organizational, problem-solving, and analytical skills.
- Ability to manage priorities and workflow.
- Versatility, flexibility, and a willingness to work within constantly changing priorities with enthusiasm.
- Ability to work independently and as a member of various teams and effectively work with a diverse group of individuals at all organizational levels.
- Strong interpersonal skills.
- Ability to make good, timely and sound judgements and decisions.

Language Requirements

Bilingual in English and Spanish required.

How to Apply

- Send an email to resumes@acmebread.com with your resume and cover letter in PDF format.