**JOB PURPOSE AND REPORTING STRUCTURE:** This position reports to the VP and is responsible for executing quality control program designed to ensure production of products consistent with established standards.

**ESSENTIAL DUTIES AND RESPONSIBILITIES**: Other duties may be assigned.

* Enhance and execute the quality control program, for all products based on HACCP, SQF and other approved third-party audit standards.
* Provides inspection activity for product throughout production cycle. Analyze and report summarized quality of yolk scores, and farmer audits. Track trends, average performance against specifications, and sensory evaluations.
* Participates with the Management Team to maximize product reliability, minimize costs, and support the Quality Department for training as required.
* Maintain Safety Data Sheets for our Facilities.
* Be a management liaison for the company to external vendors, USDA, and FDA, etc.…
* Presents and lives a quality standard throughout the organization, moving company toward a higher quality culture and helps employees know their role within that culture.
* Member of Crisis Management Team and responsible for Recall Coordinator duties.
* Responsible for knowing all positions of the Quality team and being back up for any position at any given time.
* HACCP trained and Coordinator for the HACCP team
* SQF Practitioner.
* Responsible for investigating complaints regarding quality and/or food safety issues to compile further corrective action documents.
* Oversee the development, implementation, review and maintenance of the SQF System, including food safety fundamentals.
* Take appropriate action to ensure the integrity of the SQF system.
* Oversee and verify that all outbound shipments are correct and up to Egg Innovations, LLC standards
* Directs the laboratory testing
* Directs and administers all programs to ensure food safety, such as, GMP audits, HACCP, Pest Control, cleaning and sanitation procedures
* Directs cost saving plans and projects in the QA department
* Follows all Safe Quality Food (SQF) established standards, guidelines, and compliance measures
* Responsible for internal auditing and issuing/following up with corrective actions

**Marginal Functions:** Backup for Quality related functions in all facilities where needed.

**SUPERVISORY RESPONSIBILITIES:** Required to manage Quality Control Technicians and Quality Assistants. Responsible for interviewing process of potential employees. Required to oversee new hire training.

**QUALIFICATIONS:** To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**EDUCATION and/or EXPERIENCE:** Requires a BS/BA in a related field and 7 or more years of experience with HACCP, SQF, and/or USDA. Education or experience with food safety, and sanitation or production a plus.

**LANGUAGE SKILLS:** Ability to read and interpret general business periodicals, professional journals, technical procedures, or government regulations. Ability to write reports and business correspondences. Ability to effectively present information and respond to questions from groups of managers, clients, customers, and to the public. Bilingual ability in Spanish and English is a plus.

**MATHEMATICAL SKILLS:** Ability to work with mathematical concepts such as probability and fundamentals of algebra. Ability to apply concepts such as fractions, percentages, ratios, and proportions to practical situations.

**REASONING ABILITY:** Ability to solve practical problems. Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.

**COMPUTER SKILLS:** To perform this job successfully, an individual should have knowledge of Microsoft Word, Excel, and Outlook.

**PHYSICAL DEMANDS:** The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions

IN THE EVENT OF AN ABSENCE:

In the absence of the Quality Control Supervisor, the Quality Control Assistant would cover these duties.

*The above statements reflect the general details necessary to describe the principle functions of the occupation described and shall not be construed as a detailed description of all the work requirements that may be inherent in the occupation.*

HISTORY OF CHANGES:

Revised: Replaces: Nature of Change: Approved/Verified by:

|  |  |  |  |
| --- | --- | --- | --- |
| 04/27/2018 | 12/10/2015 | Updated | Wes LaRue |
| 07/05/2018 | 04/27/2018 | Updated | Wes LaRue |
| 7/18/2018 | 7/05/2018 | Updated to reflect current role | MP |