

**MONTEREY MUSHROOMS INC**  
**SALARIED OPENING**

**TITLE** Sr. Quality Assurance Supervisor

**LOCATION** Morgan Hill, California

**SUPERVISOR** Packing Manager

**DATE OF OPENING** May 21, 2009

**Summary Descriptions**

The position will supervise Quality Assurance, Food Safety, Food Security, and GAP programs for the facility. This leadership position will provide effective communication with various levels of the organization, conduct training to develop staff, lead & participate in Quality process improvement projects. Responsible for documentation compliance including HACCP, SOPs, GMP's, customer and 3<sup>rd</sup> party audits. This is a salary exempt position with benefits.

**Duties and Responsibilities**

- Promote quality by overseeing good manufacturing practices, good agricultural practices and SOPs are followed throughout the facility.
- Perform quality inspections for all commodities harvested each day.
- Administer receiving procedures to proactively safe guard purchased products
- Conduct quality and food safety audits on a periodic basis and establish corrective action timelines with management.
- Serve as a liaison for customer and regulatory agencies, i.e., FDA, USDA, and customer audits.
- Oversee food safety and sanitation activities. Environmental monitoring of sanitary conditions through the use of ATP testing of food contact surfaces and biological swabbing of non-food contact using Silliker Laboratories.
- Lead the complaint resolution process; required to investigate and lead the necessary corrective actions to mitigate quality problems. Respond to specific customer requests for quality concerns.
- Lead the development of standard operating procedures and inspection forms for QC / Production departments.
- Document daily HACCP and GMP activities. Maintain files on all required documentation.
- Conduct various tests and analytical procedures related to the packing lines and product inspection.
- Train all Quality Assurance personnel; all operators on slicers, metal detectors, perforation requirements on film and other HACCP requirements that may apply.
- Assist in achieving departmental goals and efficiencies.

## Requirements

- College degree, preferably in a science related discipline.
- Must have minimum of 2 years experience in the food industry.
- 1-2 years experience in supervision.
- Bilingual in both written and spoken (English/Spanish)
- Strong analytical skills including statistics, root-cause analysis and project management.
- Possess good written and verbal communication skills as well as good interpersonal skills for effective communications with all levels of the organization.
- Strong understanding of GFSI, HACCP, GAP and GMP requirements pertaining to food processing.
- Proficiency in Microsoft Word, Excel, PowerPoint and LotusNotes programs.
- Presentation skills required.
- Additional professional certifications preferred.
- CA drivers license with clean DMV record

For additional information or to apply for this position, contact Robert Vasquez, Human Resources Manager, at (408) 825-1000 or fax resume to (408)778-6772.