Job Description

Job Title: Appropriate designation will be offered based on relevant qualification & experience
Location: Hoshiarpur, Punjab
Department: Quality Assurance and Control

Position Overview:

The position holder will be responsible for ensuring the effective implementation and maintenance of quality assurance and food safety systems across all manufacturing processes. The role demands a deep understanding of food quality management, regulatory compliance, process validation, and certification standards applicable to the food and beverage industry. The position holder will lead initiatives to strengthen QA systems, develop and implement SOPs, conduct audits, and ensure adherence to national and international standards such as BRC, HACCP, ISO, and FDA.

Key Responsibilities:

1. **Quality Management & Food Safety Systems**
   - Develop, implement, and monitor Quality Assurance (QA) systems to ensure compliance with company standards and customer specifications.
   - Maintain and oversee Food Safety Management Systems (FSMS) aligned with HACCP, BRC, ISO 22000, and other relevant standards.
   - Lead the implementation and maintenance of Good Manufacturing Practices (GMP), Good Hygiene Practices (GHP), and Sanitation Standard Operating Procedures (SSOPs).
2. **Process Validation & Continuous Improvement**
   - Conduct process validations, line trials, and product evaluations to ensure consistent product quality and safety.
   - Identify process deviations and drive corrective and preventive actions (CAPA).
   - Collaborate with production and R&D teams for product development and process optimization initiatives.
3. **Documentation & Compliance**
   - Prepare and maintain all QA-related documentation including SOPs, inspection reports, test records, and traceability logs.
   - Ensure all records are compliant with regulatory and statutory requirements.
   - Manage documentation required for external audits, certifications, and government inspections.
4. **Audits & Certifications**
   - Plan and execute internal audits to assess compliance with established standards.
   - Coordinate and lead external certification audits (BRC, HACCP, ISO, FDA, FSSAI, etc.).
   - Ensure timely closure of audit observations and continuous improvement in audit scores.

5. **Regulatory & Customer Compliance**
   o Ensure adherence to FSSAI, FDA, and other applicable food safety and quality regulations.
   o Liaise with regulatory authorities, certification bodies, and customers on QA-related matters.
   o Manage customer audits, product specifications, and complaint investigations.
6. **Team Leadership & Training**
   o Lead, train, and mentor QA and QC teams to enhance their technical and analytical competencies.
   o Conduct training programs for production and maintenance teams on food safety, hygiene, and quality compliance.
   o Promote a culture of quality awareness and continuous improvement throughout the plant.

Qualifications & Experience:

- **Education:** Post Graduate/ Graduate in Food Technology/ Food Processing/ Food Science.
- **Experience:** Minimum 8 years of experience in Quality Assurance and Food Safety Systems within the fruit & vegetable processing or beverage (FMCG) industry. Proven hands-on experience in managing certifications, audits, and process validations at a manufacturing plant.

Key Competencies:

- Strong knowledge of food safety laws, standards, and certifications (BRC, ISO, HACCP, FSSAI, FDA).
- Excellent analytical, problem-solving, and documentation skills.
- Proficiency in data analysis, root cause analysis (RCA), and CAPA implementation.
- Effective communication and leadership abilities to work cross-functionally.
- High attention to detail with a proactive approach to quality and safety management.

Work Environment:

The position is based at the FMCG manufacturing plant located in Hoshiarpur, Punjab. The role requires close coordination with operations, production, procurement, and R&D teams to ensure end-to-end product quality and compliance.