

VACANCY

Position: **LEAD QUALITY TECHNICIAN**

This is a permanent full-time role.

Location: Renfrew

Job Purpose

To support site management in developing and implementing quality management systems which align with relevant standards e.g. BRC / ISO, legality, customer and industry best practise, supporting the protection of all brands on site and achieving audit ready standards every day.

Responsibilities

- Lead the QA staff in Quality performance monitoring ensuring that manufacturing processes and products comply with relevant internal, food safety, customer and legal standards.
- Support the intake and monitoring of dry goods and escalate any material which has not met specification.
- Become a Q-Pulse super user and support system improvements and maintenance.
- Escalate any issues to relevant people, which may include customers and key stakeholders as well as QM and site management.
- Review quality paperwork intermittently to ensure sampling plans are followed and appropriate actions have been taken following any failure.
- Ensure there is adequate cover on key quality roles to support site functions.
- Assist the QM in developing QA improvement plans.
- Develop the skills of the individual QA staff through coaching and development
- Support site team through all quality and technical issues.
- Support the site team with relevant training requirements.
- Verification of site processes & procedures through internal audit programmes
- Support the Quality Management across the wider business in identifying change and improvement opportunities within quality and production functions.
- Assist the site team & QM with external audit preparation & certification processes.
- Support site & quality system by being an active member of the quality auditing programme.
- Complete any other reasonable duties as assigned by QM or site management team.
- Encourage and ensure compliance with company policies, rules and procedures.
- Ensure that H&S requirements are met within QA dept and support wider site in adherence to H&S policies, practises and legislative.
- To be active in developing the sampling plan to eliminate waste and add value to the overall business performance.

Experience, Knowledge, Qualifications required.

- Experience of working in a QC/QA role
- Experience in a production environment
- Experience of delivering training & coaching
- Understanding of Quality Systems and compliance to external standards
- Good knowledge and understanding of Microsoft packages.

Personal Characteristics

- Good interpersonal and communication skills to engage with all levels.
- Good attention to detail
- Ability to work under instruction or using own initiative.
- Honesty & Integrity
- Committed to personal development and training.

To apply, please submit a CV to hr@hbandc.co.uk by **28 June 2024**.

We are committed to equity, diversity, and inclusion and encourage applications from all backgrounds and communities. We are more than happy to discuss any reasonable adjustments that you may require.