



TR Toppers is recruiting for a full-time **Quality Assurance Manager** in Pueblo, CO who has a strong work ethic with a willingness to work hard; dependable; positive attitude, adaptable; honest; self-motivated; willing to learn and grow; and has a strong self-confidence. If this description fits you, we encourage you to apply for this position.

TR Toppers offers a very competitive compensation package based on experience which includes a year-end bonus and a company-funded pension plan. Benefits include optional medical, vision, dental, life insurance, generous paid time off, holidays, referral bonus, and a great work environment.

TR Toppers is a national food processing company located in Pueblo, CO. We specialize in processing name brand candies and other types of inclusions that are used in a variety of food products, such as ice creams and cakes, and shipped throughout the company. We are a progressive family-owned business and we are rapidly growing.

SUMMARY: The Quality Assurance Manager works with Senior Management in the identification of strategic goals and plans. Provides leadership and support for all quality, food safety, and regulatory as well as new product research and development programs in alignment with the company's Food Safety & Quality Assurance Standards and strategic plans. Ensures the quality of incoming raw material, product, processing, and finished goods meet and exceed Quality Assurance and Food Safety standards as well as exceeds customer specifications and expectations. Advises company management in regulatory policy and program matters, and recommends appropriate courses of action, along with overseeing relationships with Customers to ensure accurate technical information, and specifications and resolve customer complaints.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following:

- Develop, implement, maintain and ensure compliance with Quality, Food Safety, and regulatory policies, procedures, documents, and systems.
- Provide technical information to customers, consumers, and company employees as needed.
- Evaluates data, systems, and practices and provide suggestions for modification to company officers for improvements in line with the company mission.
- Secondary point of contact for auditors, regulatory agents, and rabbinical inspectors.
- Hire, train, and discipline Quality Assurance employees.
- Develop and implement Food Safety training for the facility.
- Develop and implement regulatory programs required by FDA and other regulatory bodies.
- Provide technical assistance to sanitation so as to maintain a sanitary environment.
- Other duties as assigned.

SUPERVISORY/ REPORTING RESPONSIBILITIES:

Directly supervise technical services department personnel and other company personnel performing technical services functions.

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.

REQUIRED EDUCATION and/or EXPERIENCE (Please document your related experience/education):

At a minimum, a Bachelor's degree (B. S.) in natural sciences from an accredited College or University, and ten years of related experience in the food industry in management are preferred. In-depth knowledge of FDA regulations, HACCP, SSOP, SOP, and GMP requirements. Experience conducting GFSI benchmark audits preferred. Knowledge of food microbiology and ISO/IEC 17025:2017 is preferred.

LANGUAGE SKILLS:

Ability to read and interpret technical documents in English. Ability to write technical reports and formal correspondence. Ability to speak effectively before groups of customers and employees of the organization.

MATHEMATICAL SKILLS:

Ability to apply mathematical, statistical, and scientific principles used in the food industry.

REASONING ABILITY:

Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form

CERTIFICATES, LICENSES, REGISTRATIONS:

HACCP, PCQI, GMP training and certification

OTHER SKILLS AND ABILITIES:

Ability to use computer systems. Efficient in Word, Excel, PowerPoint, 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.

While performing the duties of this job, the employee is regularly required to stand, walk, reach with hands and arms, and talk or hear. The employee is regularly required to sit; use hands to finger, handle, or feel; climb or balance; stoop, kneel, crouch, or crawl; and taste or smell to perform standard lab procedures.

The employee must regularly lift and/or move up to 10 pounds and occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, and depth perception.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently exposed to moving mechanical parts.

The employee is occasionally exposed to high, precarious places; fumes or airborne particles; toxic or caustic chemicals; outside weather conditions; extreme cold; extreme heat; risk of electrical shock; and vibration.

The noise level in the work environment is usually moderate to loud. The production rooms are loud and when the lab equipment is running the lab can be loud.

WORK SCHEDULE: 40 hours a week – Monday to Friday – Must be flexible to work as needed to meet the needs of the business.

HOW TO APPLY: Submit your application to **ATTN:** Human Resources, TR Toppers, Inc., 320 Fairchild Avenue, Pueblo, CO 81001, or via **email** at hr@trtoppers.com. If you have questions relating to the position, please feel free to contact Rebecca Torres at 719.948.4902 Ext. 7963.

NOTE: This position will be open until filled.

Pay Rate: \$80,000/annually + Relocation Assistance for Out of State Residents

COVID PRECAUTIONS:

Temperature checks and wear a mask upon entrance into the building. Masks must be worn during work hours. Social distancing & sanitizing requirements are enforced. Common surfaces are sanitized regularly.

Qualified candidates will receive consideration for employment without regard to their race, color, religion, national origin, sex, sexual orientation, gender identity, protected veteran status, or disability.

EEO AA M/F/VET/DISABILITY