



## Food Safety Quality Assurance Manager

TR Toppers is recruiting for a full-time Food Safety 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, 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:** Supervise all of Quality assurance and Quality control employees and ensure all food safety policy and procedures are being followed.

**ESSENTIAL DUTIES AND RESPONSIBILITIES** include the following:

- Administers plant-wide development, implementation and maintenance of Quality, Food Safety and personnel Safety policies, procedures, documents and systems.
- Evaluates data systems and practices and provide suggestions for modification to company leaders for continuous improvements in line with company mission.
- Provide technical information to customers, consumers and TR Topper Operations staff as needed.
- Main point of contact for auditors, regulatory agents and rabbinical inspectors.
- Develop, implement, maintain and ensure compliance with Quality, Food Safety and regulatory policies, procedures, documents and systems.
- Hire, train and discipline Quality Assurance Technicians and Quality Control Associates.
- Works with Food Safety Quality Assurance Director with third 3 party audits and preparation for customer lead audits.
- Reports all status of SQA systems and processes, by conducting internal audits.
- Participate in cross training with other company functions.
- Performs other duties as assigned or required.

**SUPERVISORY/ REPORTING RESPONSIBILITIES:** Supervise Food Safety Quality Assurance (FSQA) Supervisor and department personnel to ensure that Quality & Food Safety system and process are being updated as changes are made internally and externally, 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.

**REQUIRED EDUCATION and/or EXPERIENCE:** A bachelor's degree (B. S.) in natural sciences from an accredited college or university OR five years of experience related to the position will be considered.

**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 or employees of an 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 certifications.

**OTHER SKILLS AND ABILITIES:** Ability to use computer systems. Efficient in Word, Excel, PowerPoint, and Outlook. Must be able to effectively review and modify HACCP Plans and Implement Preventive Controls. Have at least 3 years' experience with GFSI auditing standards. Two years' experience with regulatory affairs. Understanding of sanitation systems and processes. Customer / Consumer relations.

**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 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.

**How to Apply:** Submit a completed application with a copy of your unofficial college transcripts and a cover letter to ATTN: HR, TR Toppers, 320 Fairchild Street, Pueblo, CO 81001.

**Closing Date:** This position will be open until filled.

**Salary Description:** \$80,000.00/annually

**Job Location:** Pueblo, CO 81001

**Job Type:** Full-time

TR Toppers is an Equal Opportunity. All qualified applicants will receive consideration for employment without regard to race, color, religion, age, gender, sexual orientation, national origin, disability, or protected veteran status.

**EEOC**