



## VACANCY

<b>Role:</b>	Quality Manager
<b>Salary:</b>	£32,640.00 per annum
<b>Site:</b>	Pen-y-fan Bakery
<b>Reporting Manager:</b>	Head of NPD & Quality
<b>Hours:</b>	35 hour week. Working Monday to Friday (between 6:00am & 18:00pm)

### Role description:

The company is looking for an enthusiastic, self-motivated individual, to join the NPD & Quality department. This person will ensure the continued advancement of food safety within the business through the management and co-ordination of the Food Safety department. To co-ordinate Technical audits/activities on site through the support of the Production/General Manager. To encourage, motivate and train, quality/hygiene/production staff to ensure that our quality and safety standards are high and are never breached.

- To work in conjunction with production management and teams to ensure that all products are produced in a food safe environment.
- To develop, implement and maintain product safety systems and procedures.
- To liaise with production management in continuously reviewing the production process with a view to improving food safe methods of operation.
- Fully understand and be competent in all tasks required by the plant baking process.
- To monitor, record and report product safety/quality on a daily, weekly and monthly basis.
- Ensure the safety and specification of ingredients supplied to the bakery via initial and ongoing supplier assessment.
- To work with the Quality team members on follow-up action with regard to issues relating to product safety and quality.
- To periodically analyse equipment for the purpose of monitoring and measuring process performance.
- To chair and co-ordinate the sites' HACCP team.
- To provide/facilitate in-house training in Food Safety, HACCP, Internal Auditing.
- To keep the business up to date with food safety best practice and to ensure our continued compliance with the BRC standard.
- To ensure all BRC documentation is controlled, issued and implemented correctly.
- To ensure that the HACCP system, Critical Control Point paperwork, Codes of Practice, Quality Manual & Policy are constantly monitored and updated as necessary.
- To ensure full traceability is maintained for all products.
- To ensure that any and all complaints received by the site are dealt with in a professional and timely manner.

For further information on this role please contact Emma Morgan, Head of NPD & Quality. To apply, please submit your application/CV with a cover letter to [Vacancies@bracesbakery.co.uk](mailto:Vacancies@bracesbakery.co.uk) or hand into the HR Department.

**The closing date for this role is Monday 15<sup>th</sup> April 2019**