

### **Job Summary**

The primary responsibility of the QA Technician is a hands-on approach to quality assurance. Incumbent must be able to multi-task in a complex, fast-paced environment while maintaining quality programs and regulatory compliance programs related to food safety. ***This position is for the night shift from 7:00 PM to 7:30 AM - 4 nights one week/3 nights the following on a defined schedule.***

### **Essential Functions:**

- Monitor quality of incoming raw materials, work-in-process and finished goods to ensure they meet or exceed specifications.
- Ensure product manufactured meets customer's specification(s).
- Audit plant operation and operators' records for quality issues and conformance to reporting standards.
- Analyze and document raw material, in-process, and finished product moistures. Conduct organoleptic tests on finished product and evaluate integrity.
- Conduct routine measurements of production samples and document results.
- Manage testing of samples by 3rd-parties, including the collection & shipping of samples and the compilation of testing results.
- Report any food safety and housekeeping issues to the Quality Manager.
- Assist plant employees to troubleshoot quality issues and provides necessary information.
- Audit and document packaging lines, including Metal Detection, Weight Control, Label Verification, etc.
- Audit and document retention (shelf) samples.
- Manage customer and vendor product sample inventory.
- Investigate and research information analyze for accuracy and include in quality system procedures, parameter sheets and documents.
- Assist Quality Manager in maintaining all aspects of GMPs and HACCP Programs.
- Interact with receiving, production, packaging, and warehouse staff.
- Assist in routine lab activities.
- Perform other task as assigned by leadership to support the lab and plant.

### **Required Skills/Abilities:**

- High level of computer proficiency – Microsoft Suite with strong Excel experience.
- Must be able to multi-task in a fast-paced manufacturing environment.
- Effective verbal, written and inter-personal communication skills.
- Critical thinking and high level of detail orientation.
- Must be a team player with the ability to work with minimal supervision.
- Must be able to work in a production environment with high heat and humidity and be able to walk throughout plant to monitor operations.

### **Education and Experience:**

- Bachelor's (Preferred) or combination of education/experience.
- Manufacturing: 3-5 years (Preferred).
- Food manufacturing: 2 years (Preferred).

***Our company offers a competitive package including PTO, paid holidays, bonus based on performance, 401(k) with employer match, health, dental, vision, life insurance and short and long-term disability insurance.***

**Please email your resume and cover letter to: [lperry@philamacaroni.com](mailto:lperry@philamacaroni.com)**