



Position Title:	Quality Control Technician
Department:	Quality Control
Location:	Burlington, Ontario

OBJECTIVE

Reporting to the Quality Control Manager, the role of the Quality Control Technician exists to maintain the integrity of EarthFresh's own internal and external customer product quality specifications by following our established food safety program and required government regulations.

QUALIFICATIONS

Education/Certifications:

- High School Diploma
- Current license for Forklift and Reach considered a strong asset

Experience & Skills:

- Minimum 1-2 years quality control/quality assurance experience within produce industry
- Strong working knowledge of Good Manufacturing Practice (GMP), Hazard Analysis and Critical Control Points (HACCP), Food Safety and Health and Safety laws and regulations
- Knowledge of document control practices
- Strong communication skills (verbal and written)
- Organizational skills, problem solving and ability to prioritize
- Proficient in MS Office as well as previous experience with inventory management software
- Ability to lift up to 50lbs repetitively and stand on feet for majority of the working day
- Flexibility and willingness to work overtime as required, which will include evenings and weekends

PRINCIPAL RESPONSIBILITIES

1. Review and inspect all quality standards of incoming/outgoing product according to customer specifications.
2. Maintain stringent levels of quality control as per grade of product and lifespan.
3. Quality checks for all non-compliances.
4. Work closely with all departments at Earthfresh to ensure that Quality Control levels are being met throughout the organization and communicate product grades.
5. Photograph incoming/outgoing product to capture inconsistencies.
6. Periodic inventory control checks of product within the cooler.
7. Assist QC Manager with inventory management.
8. Assures that all records are available to management, quality control and CFIA.
9. Assures all shipments are properly identified and labelled (bags & markings/lot identification).
10. Responsible for each lot and pallet identification, proper marking and records.
11. Responsible for forwarding of all completed export documents to the CFIA office.
12. Performs C-PIQ inspections and monitoring procedures and reviews results.
13. Maintains cleanliness of all work areas.
14. Other duties as required by the Quality Control Manager.