

JOB DESCRIPTION

Job title: Manager Quality Assurance / Control

Location: Mahuva, Bhavnagar, Gujarat

Department: Quality & Regulatory

Reports to: Group Quality / Site MD

We are looking for someone who can effectively manage the Quality Department, with responsibility for ensuring product safety and legality, whilst meeting all company, regulatory & certification compliance requirements across the site.

Responsibilities

- Put customers at the centre of what we do, act responsively and with integrity.
- Ensure that site health and safety, quality and hygiene standards are always observed and maintained by all employees.
- Champion the 'Right First Time, Every Time' approach to quality & regulatory issues across the site. The emphasis of this is to influence, by working in partnership with, department leaders within the business to achieve a business wide culture focussed on food safety and quality.
- Manage site compliance to ensure that all external regulatory, customer and certification processes remain up to date and compliant whilst ensuring maximum commercial flexibility and practicality for the business.
- Working with the operations teams, maintain a constant review of the factory and warehouse operations to ensure that products and processes meet the Food Safety, Quality and Legality standards set by the company, customers and regulatory authorities.
- Effectively manage analysis for all raw materials and finished products to ensure compliance with specifications, emerging risks and product release protocols.
- Investigate all product or process non-conformities and, where applicable, decide on disposition of any affected stock in conjunction with the Group Quality team and/or the Site MD. Ensure that any issues are recorded and communicated to the site team and install corrective and preventative actions, install monitors as required.
- Maintain the site FSMS, and other business SOP's, to ensure these remain current and that sufficient auditing protocols are implemented to monitor site compliance for all procedures. Liaise with and support department managers to ensure review and compliance protocols are fully maintained.
- Manage the site GMP, CCP, Hygiene and Internal Systems audit schedules in line with the requirements of the Nedspice FSMS system and ensure any non-conformities are identified, tracked and closed out by the relevant manager(s). Schedule and audit outputs are to be reported with monthly department data.
- Adopt the role of HACCP & Food Defence team leader to ensure product safety, quality and legality at all times. Through the forum of the multi-disciplinary team meetings, ensure each team member is sufficiently influenced to drive the positive culture of Food Safety and Quality throughout the business.
- Management of non-compliance - where any areas of non-compliance are found, deliver proactive support to the relevant department leaders to conduct root cause analysis and develop the corrective & preventative action plans to rectify any deficiencies & install monitors to ensure continued compliance.
- Manage the supplier & material approval process and develop an annual supplier audit programme to ensure all suppliers and materials meet the company, customer and certification requirements.



- Manage the complaints process, ensuring that all complaints are investigated, root cause analysis is conducted, trends identified, and control measures are installed. Prepare formal customer complaint responses and KPI reports.
- Conduct horizon scanning to ensure that new and emerging risks have been assessed and suitable controls implemented to offset subsequent product or process risks.
- To be an active member of the Senior Management, Crisis Management and Food Defence teams as required.
- Ensure that all relevant due diligence data has been recorded to protect the business and customer base.
- Plan, prioritise and organise the workload of the quality team. Ensure they are fully trained and utilised in completing tasks accurately and on time. Coach team members and support their individual development programmes.
- Manage the pest control programme and respond rapidly to any issues which pose a risk to the business operations.
- Ensure that cleaning validation and verification processes are completed and documented, and are reviewed as required i.e. anniversary, new equipment, new line etc.
- Prepare monthly department review information for the quality team KPI's.
- Prepare Quarterly Management and Supplier Review data in line with BRC & company protocols as a minimum.
- Control the security of BOM's, Recipes, Specifications and Labelling to ensure material and legislative compliance.
- Ensure all work areas under your control remain in a clean, safe and organised manner at all times.
- Operate in alignment with training, business policies and procedures.
- Actively drive change and continuous improvement within all areas of the business.
- Ensure stock of all consumables are maintained for laboratory operations.
- Operate in alignment with training, business policies and procedures.
- Carry out any other duties as requested by the Group Quality team & Site MD.
- This list is an overview of requirements and is not intended to be exhaustive.

About Nedspice

Nedspice Group is a privately-owned group of companies with worldwide activities in the sourcing, processing and distribution of spices, herbs and dehydrated vegetables. Nedspice is headquartered in the Netherlands and operates processing facilities in India and Vietnam. Sales offices, warehouses and distribution facilities are located in the Netherlands, India, Vietnam, the United States of America, the United Kingdom, South Africa, and China.

In 2022 Nedspice delivered around 29,300 tons of spices, herbs and dehydrated vegetables to customers in 60 different countries thereby generating a revenue of \$160 million. The group employs a little over 850 employees.

Nedspice is committed to make the spice industry a sustainable sector, as elaborated in Nedspice's sustainability approach, for more information, please visit our website www.nedspice.com.

Interested?

Please send your resume and motivation to careers@nedspice.com.

