

Ideal Foods Ltd

Job Description



Job Title: Technical Manager / Food Technologist

Reports to: Lauren Horner, Operations Director

Overall Purpose:

Full Time Position (Grimsby or Liskeard) for a Technical Manager with Food Safety Qualifications & Experience.

Main Duties:

- Be responsible for overall technical requirements applicable to the business, managing a small team of quality staff to ensure all legal requirements of the company are met and upholding quality of product to customers.
- Communicate with suppliers and customers to ensure product quality.
- Implement procedures for the control of intake of goods.
- Internally audit all processes and procedures.
- Monitor quality of intake and feedback regularly to suppliers and senior management team.
- Create, maintain and update product specifications.
- Monitor products against specifications.
- Maintain shelf life libraries.
- Oversee all lab submissions; ensure monitoring of all products against specifications in a timely manner. Analysis is submitted to provide positive release where necessary.
- Record and store all lab certificates in organised manner.
- Interpret lab results and record lab results in customer format.
- Release customer deliveries only on positive release.
- Prepare batches based on production dates of raw material for Quality Controller to sample.
- Regularly review quarantine stock volumes and report to sales director.
- Ensure a policy/procedure for out of specification results.
- Regularly check legislation for any updates to labelling, specifications etc
- Co-ordinate all samples for customer, ensuring correct paperwork, labelling and communicate with customer and supplier.
- Be responsible for internal and external non-conformances and prepare preventative actions and formal responses.
- Ensure yearly analytical plan for monitoring of raw material is completed and published to the customer.
- Be responsible for the management of quality staff members at different sites.
- Maintain budgets and costings structure for analysis and sampling.
- Be responsible for legal requirements of labelling, packaging, analysis of trading seafood and pet products.
- Ensure labelling is up to date and compliant.
- Prepare HACCP for new products where necessary.
- New product development across the different areas of the business.
- Responsible for maintaining external accreditations such as Organic, MSC, Global Gap, ASC and ISO.

General office support:-

- Technical requirements in other aspects of the business such as;
 - Nutritional profiling of pet food products.
 - Labelling requirements
 - Specification writing where necessary
 - Oversee and prepare all labelling requirements for export loads

Please note that this list is not exhaustive, and you may be required to perform any other task as requested by Operations Director