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Position:

Food Safety and Lab Specialist

Summary:

Riega Foods, LLC., is a family owned and operated organic herb, spice, and spice blend manufacturer near downtown Kansas City, MO. We are a fast-growing company looking for a Food Safety and Lab Specialist to join our team. The Food Safety and Laboratory Specialist is responsible for ensuring all incoming materials, finished goods, and processing facility meet food safety standards. They will perform daily tasks such as: implementing and reviewing food safety programs, product sampling, product testing, environmental swabbing of production facility and equipment, analyzing test results, and the continuous improvement of our food safety system. This position will have the opportunity to expand and oversee an in-house lab and develop new criteria for testing incoming ingredients and finished goods. This position requires excellent multitasking ability, attention to detail, and ability to work quickly and efficiently in a food manufacturing environment. The right candidate will be self-motivated and possess a strong work ethic and initiative.

Job Description & Responsibilities:

- Understand Good Manufacturing Practices (GMP's), Good Laboratory Practices (GLP's), Hazard Analysis Critical Control Point Systems (HACCP)/ Hazard Analysis and Risk-Based Preventive Controls (HARPC), ISO, and Food Safety Modernization Act (FSMA).
- Review and improve an environmental monitoring program and ensure continuous compliance.
- Perform pre-operational checks on food processing equipment prior to production.
- Monitor compliance of the food safety system by collecting samples of incoming raw materials and finished goods and performing required in-house testing (bulk density, particle size, micros, allergens, and moisture) and send out samples for third-party testing.
- Document and maintain all testing records.
- Oversee in-house lab and laboratory equipment, ordering products and testing equipment as needed.
- Maintain calibration schedule, records and documentation of laboratory equipment.
- Ensure the continuous development, compliance, and certification of HACCP, Organic, Vegan, and Kosher.
- Assist in preparing samples for sales department and shows
- Assist in maintenance of QA documentation, and operations procedures.
- Lead the consumer and customer complaints investigations process ensuring follow up in appropriate timings, recommend actions to site QA Manager, and maintain documentation of all investigations and complaints.
- Monitor of Good Manufacturing Practices (GMP's), food safety, food quality and production parameters on a routine basis.
- Attend training to remain current on industry trends and food safety topics.
- Facilitate communication between Food Safety and Management staff to ensure all employees are properly trained in food safety.
- Works closely with other key users in appropriate departments to ensure consistency.
- Develop new food safety procedures and write detailed SOP's.
- Other duties as assigned.

Qualified Candidates must

- Have a bachelor's degree in Food Science, biological sciences, chemistry, or equivalent.
- HACCP/HARPC certified.
- Good communication, organizational, and time management skills.
- Lab experience required – comfortable preparing samples and dilutions, as well as testing for bulk density and micros.
- Be excited to work in a fast-growing company with room for development.
- Demonstrate a positive attitude, a strong work ethic, and a high level of initiative.
- Proficiency with Microsoft Office (specifically Excel) and display comprehension of computer practices.
- Ability to prioritize workflow and ability to handle multiple tasks at once.
- Ability and aptitude to work in a Lab, Manufacturing, and/or Distribution environment
- Strong oral, listening, and written communication skills to communicate with all levels of the organization

If interested, please email cover letter and resume to QA@riegafoods.com