**JOB DESCRIPTION**

**Job Title :** QA Executive

**Industry:** Food Industry

**Department:** QA-QC Lab

**Total No. Experience:**  3 Years

**Qualification:** Msc in food technology

**Professional Qualification:** Bachelor’s Degree

**Job Location:** Kandivali (HO)

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| **Work Description/ Responsibilities** |
| * Chemical and microbial analysis of RM, FG, PM, WIP, RO water, ETP water * Air monitoring and swab testing analysis of all processing areas and for FG,WIP, PM, RM * Calibration of Equipment seg. Ph meter, Thermometer, Brix meter * GMP & GHP rounds for factory * Record filling for FSSC 22000 and FSSAI * Updation SOP for processes. * Supplier complaint Management * Customer complaint management * customer complaints management * Training Management * Coordination with external laboratory and calibration agency for yearly testing. * Co-ordination with vendors for Vendor audit and help them to close the NC / Observation. * Coordination with Area manager for closing FSO audit closure draft. * Coordination with Area managers or store for helping the to update their FSSAI license. * Assist FSTL for submission of annual and semi-annual return form for factory * Assist FSTL for submission of FSSAI and FSSC 22 k audit * Coordination with other team members for new product development trials. * Coordination with management team members for new project trials. |
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