Downloaded from <https://www.velvetjobs.com/job-descriptions/food-quality-manager>

# Example of Food Quality Manager Job Description

Our innovative and growing company is looking to fill the role of food quality manager. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

## Responsibilities for food quality manager

* Manage, develop, and document Quality Assurance and Sanitation Policies and Procedures, and maintain a system devised for Continuous Improvement
* Serve as SPA for annual and periodic 3rd-party product safety/sanitation audits
* Manage the internal quality audit function for the site and ensure effectiveness of the corrective and preventative action process within the framework of the plant's Quality Management System
* Develop & implement site specific programs for GMP's, SSOP's, allergen control
* Develop and conduct site specific training programs for employees
* Manage to contract 3rd party labs and develop bacteria and quality lab testing as needed / required
* Perform 3rd party audit preparation and supplier audits as necessary
* Work with management, sales and customers as needed to understand and reduce product returns and complaints and implement appropriate corrective actions
* Conduct materiality and other analyses
* Serve on global cross-functional teams

## Qualifications for food quality manager

* Qualified in ISO/HACCP
* Managing the development and review of information required to comply with food regulations
* Managing all aspects of food system programs including planning, implementing, monitoring, auditing verifying and improving safe food delivery systems
* Gathering, recording and reporting on supplier logistics and metrics
* Managing projects and implementing systems with a demonstrated ability to communicate and gain alignment at all levels
* Working knowledge of federal and local regulatory environments governing food donation supply chain