

Quality Manager – Job Description

Summary:

The role manages all activities associated with their front-line team, in order to positively impact the overall department. The role will be leading a team consisting of hourly front line associates, and possibly salaried exempt associates. Responsibilities include cost efficiency, continuous improvement on processes, service, and safety. This is an opportunity to lead a diverse team of 15 to 80 hourly quality control, manufacturing, warehouse, or traffic associates with varying levels of experience. This role is expected to develop individuals and the team to solve operational/quality issues and motivate team members to achieve performance targets.

Major Tasks, Accountabilities and Key Responsibilities:

- Optimize operational efficiencies to support the facility's production, packaging, warehousing, and shipping operations.
- Perform item releases
- Perform record updates-review and revise company SOPs, quality records, production forms, processing forms, etc.
- Monitor annual team training sessions – maintain and collect documents as needed to support training exercises
- Observe and monitor sanitation practices used in plant facilities
- Monitor and enforce company safety practices
- Support team members and management during audits
- Training for additional certifications may be required
- Perform RCAs as needed
- Lead and participate in projects assigned by upper management
- Optimize ingredient and packaging material usage to minimize waste.
- Ensure operational practices are followed to control inventories.
- Ensure AFI financial and accounting control procedures are followed to ensure accurate inventory records are maintained.
- Maintain product quality and sanitation standards.
- Flex production plans on a shift by shift basis, managing through issues to prevent service issues and operational inefficiencies.
- Identify and coordinate operations improvements necessary to deliver the site annual operating plan (AOP). Ensure cost performance gaps are identified, action plans are developed, and resources are properly allocated.
- Builds people capability through effective employee relations, hiring, training, and communication for front-line hourly personnel
- Manage the performance of direct reports through performance reviews, frequent discussions, coaching, and career development action plans.
- Develop team to solve day-to-day operational issues and reach short- and long-term performance goals
- Deliver effective change leadership - driving business changes while minimizing people impact

- Communicate and collaborate cross-functionally to assist team to solve operational issues
- Motivate team members to achieve plan goals
- Facilitate maintenance activities to minimize equipment downtime.
- Champion and lead an effective safety culture. Coach for safe behaviors and compliance with safety policies and procedures.
- Coach teams to demonstrate continuous improvement in profitability margins, efficiencies, and cost savings initiatives.
- Ensure compliance with Company policies, contracts and procedures.
- Perform disciplinary actions as needed
- Lead the implementation of the AM pillar
- Directly oversees operational measures including but not limited to efficiency, yield loss, product quality, inventory accuracy, transactional accuracy
- Directly oversees operational measures including but not limited to Machine Efficiencies, Waste Factors, Quality Standard Compliance, Hold Dispositions, Quality, Food Safety and Safety Audit completions.
- Administer policies and procedures
- Regular and predictable attendance at the work site
- This role requires regular presence on the plant floor
- This role requires lifting up to 40 lbs. occasionally
- This role requires occasional work in poor weather conditions, including heat, cold, rain, or snow.
- This role may operate forklift and manufacturing equipment occasionally
- This role may require off-shift and weekend work
- This role may require some travel (less than 5%)
- This role requires the individual to travel alone between plant locations
- Weekly commitment of 50 hours

Qualifications/Requirements:

Bachelor's degree or equivalent experience required. Preferably in engineering, business, operations management, chemistry, or similar field

- Lean Six Sigma Experience preferred, demonstrated by successful completion of a major improvement project.
- 5S experience preferred
- Minimum of 2 years of experience in manufacturing preferred preferably food/beverage experience
- PCQI experience preferred
- HACCP training preferred
- SQF training preferred
- Must possess strong skills, knowledge, and capability in TPM or lean manufacturing, finance and accounting, project management, human relations, effective communications, and statistics/logical problem solving.
- Proficient in Microsoft Suite applications
- Ability to give and receive constructive feedback
- Ability to lead a team-based approach to decision making

- Demonstrated ability to work in a results-oriented, challenging environment
- Strong leadership skills with the ability to get results through mentoring skills
- Effective coaching, facilitation, presentation, and team building skills
- This position is limited to persons with indefinite right to work in the United States
- Must have a valid driver's license

Relocation Eligible: Not Eligible for Relocation

Job Type: Regular

All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, protected veteran status, or disability status.

Interested candidates can contact Victoria Rodgers at victoria.rodgers@alamancefoods.com.