



**TITLE:** Food Safety Manager

**REPORTS TO:** Vice President, Finance

**SUMMARY:** Responsible for overseeing all aspects of food safety and related regulatory compliance across Company facilities. This position is responsible for driving improvement, implementing, and executing routine food safety and sanitation standard policies companywide. Provide leadership for meeting audit standards, customer, and regulatory requirements.

**RESPONSIBILITIES:**

- Maintain food safety operational requirements, policies, and procedures in accordance with Federal and State laws, Good Manufacturing Practices (GMP), and Good Agricultural Practices (GAP).
- Plan for and manage external and internal audits, customer audits, and other food safety audits.
- Develop, review, monitor and update, as required, policies and procedures related to food safety compliance matters.
- Provide leadership to direct reports as well as others on food safety and sanitation teams.
- Be responsible for adherence to all food safety regulatory and GFSI standards.
- Develops, implements, and manages food safety systems designed to ensure continuous compliance with all food safety regulatory and GFSI standards.
- Ensure a high level of internal and external customer service.
- Investigate (and correct) customer issues and complaints relating to food safety and quality.
- Oversee food safety at Company packing houses / farms to ensure high productivity and high technical integrity.
- Manages supplier approved programs and FSVP.
- Design, develop, and implement food safety training programs
- Interact with vendors and procurement to ensure food safety of all purchased materials and lead supplier approval process.
- Provide leadership in addressing audit nonconformities, implementing corrective actions and investigations to determine and address root analysis and resolution as needed.
- Conducts management reviews of the food safety system.
- Follows up on and closer of pending preventive and corrective actions requests.
- Ensure food safety and sanitation trainings are conducted and documented to assure that all employees are fully capable of achieving Quality & Food Safety inspections.
- Ensure and maintain a food safe environment through compliance to all requirements of programs / policies for Food Safety, and Good Manufacturing Practices, HACCP, Environmental monitoring, and as may be required by Company, Local, State and Federal mandates, or program.
- Manages Compliance Specialist.
- Other related duties as assigned.

## **KNOWLEDGE / SKILLS / ABILITIES:**

- Bilingual English / Spanish strongly preferred.
- Highly skilled in Microsoft Office software programs including Excel.
- Proficiency in SharePoint preferred but not required.
- Excellent verbal and written communication skills required
- Strong analytical and organizational skills.

## **EDUCATION / EXPERIENCE:**

- Previous management experience with knowledge in packing operations in a fresh produce industry.
- Bachelor's degree in a field related to Food Science, Agriculture, or Quality Control preferred.
- 2-5 years experience in Food Safety, preferably Produce.
- Public or private training on produce-specific courses such as PCQI, GAP, GMP, GFSi, and HACCP, and Crisis Management preferred.

## **WORKING CONDITIONS:**

- Ability to work in a cold environment for some tasks.
- Ability to work outside and in open field conditions for some tasks.
- Fast paced working environment.

## **ADDITIONAL REQUIREMENTS**

- Ability to travel required.
- Capable of lifting 40lbs.

## **Core Competencies and Behaviors**

### Team Oriented

- Works cooperatively and collaboratively with others
- Is open, not defensive, and easy to approach
- Earns the confidence, trust, and respect of others

### Communication

- Communicates in an open and honest way
- Builds consensus - solicits input and discusses options with people affected before making decision
- Keeps others informed, communicates expectations and shares information
- Listens actively and understands others' views and needs

### Values Driven

- Supports, promotes, and models the values of L&M (*Respect, Passion, Leadership, Excellence, and Integrity*).
- Balances entrepreneurial spirit with the needs of others and the vision of the company
- Shows a strong work ethic and commitment to L&M

### Customer Focus

- Treats customers as business partners
- Listens actively to external *and* internal customers
- Constantly looks for better ways to service customers