



**POSITION:** Quality Assurance Technician

**REPORTING TO:** Senior Quality Manager

**SALARY:** Compensation commensurate with education and experience

**TERMS OF EMPLOYMENT:** Permanent - Full Time

**LOCATION:** Charlottetown, PEI

### **POSITION DESCRIPTION**

Island Abbey Food Sciences Ltd. is an award-winning specialty food and natural health products manufacturer located in Charlottetown, PEI. Island Abbey Food Science is an innovative company that has won global awards for creating patented honey processes.

The Quality Assurance Technician assures consistent quality of production by developing and enforcing good quality systems, validating processes, providing documentation and control procedures to build quality parameters to mitigate quality risks.

### **POSITION RESPONSIBILITIES**

- Conduct quality inspections on raw, in-process, and finished product
- Document results of inspections and provide guidance on corrective actions
- Perform regular calibration and maintenance of equipment and maintain records
- Monitor production/packaging areas for GMP compliance
- Maintain and complete QA/QC records and assist QA co-ordinator and the SQF practitioner in proper documentation
- Assist with implementing and updating current policies and procedure
- Assist in collecting, analyzing and summarizing information and trends including deviations,
- Performs other duties as assigned

### **REQUIRED EDUCATION & WORK EXPERIENCE**

- Diploma/degree in Food Science or a related discipline from an accredited college/university is required
- HACCP and related food safety knowledge
- Knowledge of Quality Assurance/Control practices and procedures in a GMP manufacturing environment
- Excellent communication skills both verbal and written in English
- Proficient in the use of Microsoft Office products
- Must be well organized and demonstrate effective time management skills
- High attention to detail

### **WORK AUTHORIZATION:**

Must have proof of eligibility to work in Canada

### **PHYSICAL ASPECTS OF POSITION (INCLUDES BUT IS NOT LIMITED TO):**

This position requires the ability to:

Stand, or walk for an extended period on a hard surface

Life up to 30 lbs

Work in a variety of temperatures

Working with personal protective equipment

Noise

**HOW TO APPLY:**

For consideration, applicants must email resume to: [HR@honibe.com](mailto:HR@honibe.com) prior to **February 3, 2020**. Please include your CV and a Cover Letter that clearly demonstrates how you meet the criteria outlined above.

*We thank all interested applicants; however, only those candidates being considered for an interview will be contacted.*