

## Job & Person Specification

<b>Job Title:</b>	Quality Controller	<b>Department:</b>	Technical
<b>Reporting to (Job Title):</b>	Quality Supervisor	<b>Location:</b>	Cairndow

### Job Purpose

As a Quality Controller you will work as directed by the Quality Supervisor in the provision and maintenance of the Quality Assurance and Quality Control systems and functions within our company locations.

### Person Specification – Essential

- Team player with ability to work on own initiative
- Actively leads by example, adhering to all policies and procedures
- Competent computer skills to use internal applications and software
- Confident written, verbal and communication skills in English
- Has an eye for detail to ensure quality and accuracy
- Good listening and motivational skills
- Great organisational and time management skills
- Flexible and adaptable working, including start times and cross functionality
- Ability to build and maintain cross departmental relationships, i.e., Processing, Hygiene.
- Proactive problem-solving skills
- Ability to work in a fast-paced, challenging environment
- Good interpersonal skills with the confidence to resolve conflict and report issues as they arise
- Eager to progress own development
- Ability to support a safe, positive and productive environment
- Driving licence and own transport (Cairndow)

### Person Specification - Preferable

- Experience working in a food processing environment
- Level 3 Food Hygiene Certificate
- Level 2 HACCP
- Chemical Training
- An understanding of Health & Safety in the workplace

#### Role Accountabilities

- **Quality:** To conduct the day-to-day operation of quality monitoring activities within Processing, and to communicate results to internal/external stakeholders as required. Such monitoring would include measuring and recording of the various criteria set out within the QA/QC systems and reporting results in the necessary format. Maintain a regular system of Compliance Monitoring of the QA/QC systems to the requirements of customers and certifying authorities. Carry out assessments on product throughout process to ensure CCPs are attired to.
- **Reporting:** Assist with updating SOPs and risk assessments. Completing day-to-day documentation. To support the Technical department with all requests for trend monitoring analysis.
- **Team Development:** Communicate changes to members of the team, clearly and effectively. Support by monitoring performance and coaching Operatives as required. Assist Production team leaders and supervisors with guidance regarding quality & food safety aspects.
- **Finished Product:** To collect samples or swabs of product and prepare same for internal or external analysis as required. To liaise with external laboratory services and maintain details of the results generated from swabs or final product sent for analysis and to ensure the regular supply of equipment for this purpose.
- **Auditing:** Maintain and monitor critical control points within the processing plant and assist the Quality Supervisor / Manager in the day-to-day auditing of staff adherence to the Hygiene Policy.
- **Continuous Improvement:** To participate in any training required to achieve a status that is acceptable to auditing. Contribute to enhancing the working environment by sharing knowledge and ideas to drive positive changes in your team.
- **Sustainability:** Minimise waste in all day-to-day activities.
- **General:** Undertake other duties which may reasonably be required during periods of low, or cancelled production. Undertake any other relevant and appropriate duties within your sphere of competence which may be required by the company.

#### Organisation Chart





ESTABLISHED 1968

**We Prioritise Provenance** - We are proud of our provenance, bringing together our cultural differences to raise sustainable, nutritional salmon, with full value chain integrity.

**We Are Passionate** – We celebrate our passion for our business and our people, who go above and beyond to accomplish our shared purpose, together. This is our competitive advantage.

**We Are Respectful** - We respect and care for our natural environment, each other, our employees and our local communities in which we live and work – sustainability is at the heart of everything we do.