



**Winecrush®**

Document Number: JD-007  
Created Date: July 8, 2021  
Revised Date: Sept 17, 2021  
Revision Number: 003

Title: JD-007 Quality Lead Job Description

Winecrush, an agritech food manufacturing firm located in Summerland, BC, is pioneering a new, proprietary process for transforming winery derivatives into valuable food ingredients. Our team is looking for a recent food science grad who will join our quality assurance team to ensure the quality and safety of our grape derivative ingredients. The QA Lead will report directly to the QA Manager.

Full time position. Compensation based on experience and qualifications.

### **Quality Assurance Lead Job Duties**

- Monitor and promote Good Manufacturing Practices in production areas
  - Monitor GMP areas daily. Implement and document corrective actions as needed
  - Ensure all SOPs and GMP logs are up to date and available for production staff. Collect and review completed logs, ensure good documentation practices are followed.
  - Train staff on GMP requirements, re-train as needed
- Perform quality inspections and implement corrective actions during pomace fermentation
  - Examine grape derivative samples to assess ripeness, sugar and acid content, and determine suitability for processing
  - Collaborate with production team in monitoring all parameters as needed
  - Monitor data, identify and document OOS and implement corrective actions as needed. Provide weekly trends to the management team.
- Responsible for conducting/overseeing quality control activities during production
  - Collaborate with production team to ensure samples are collected as per sample plan ( raw material, in-process blend, final blend)
  - Conduct sensory and COA testing on Winecrush products as needed. For example, flavour, colour, taste, texture, nutritional content, phenolics, etc.
  - Maintain sample inventories up to date
  - Prepare samples for shipment to clients and third party laboratories. Track results and investigate OOS results.
- Supervise sanitation program, including visual inspections, environmental monitoring, sanitation chemical ordering, storage and usage.



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- Respond to customer inquiries and lead quality audits, as needed.
- Prepare and ship customer samples; ensuring procedures are properly followed and completing necessary documentation
- Conduct finished product release process. Approve outgoing shipments and ensure shipping logs are completed adequately
- Oversee the pest control program. Sign off weekly service reports, complete CAPA report if needed.
- Health and Safety: Follow recommended safe work procedures, use protective gear in accordance with regulations, and work to promote personal safety and safety of others.
- Other tasks as required

#### **Knowledge Requirements, Skills, and Abilities**

- A minimum of a Food Technology Diploma, Analytical Chemistry, Organic Chemistry, Chemical Engineering, or equivalent.
- Valid Food Safe Certificate
- Completion of HACCP or other food safety training
- Familiarity with Good Manufacturing Processes, CFIA food safety programs,
- Laboratory experience in an industrial manufacturing environment an asset
- Experience in writing and adhering to SOPs
- Must possess strong problem solving, organizational, and documentation skills with a focus on details and results.
- Ability to work independently as well as in a team.
- Must be able to function in a fast-paced environment.
- Strong oral and written communication skills including the ability to write concise technical reports.
- Proven, strong time management skills.
- Adept at Excel, Microsoft Word, and other computer software.
- Willingness to work evenings and weekends for special projects.