
Food Safety and OH&S Manager

Position Summary

The Food Safety and OH&S Manager reports to the General Manager will work collaboratively with management and employees for the development, implementation and maintenance of food/feed safety, product quality, and employee OH&S programs. They will also manage all internal and external audits as they relate to CFIA permits, third-party certifications, and workplace safety.

Position Information

- Full-time, salaried position with competitive wages.
- Based at Scotia Garden Seafood's head office in Yarmouth. Regular travel to other company manufacturing facilities is required.
- 40-hour work week (Monday to Friday). Overtime may be required.
- Comprehensive benefits package (Medical, Dental, Life Insurance, LTD, Critical Illness, EFAP, Employer Contributed RRSP).

Responsibilities and Duties

- Manage and maintain all company PCPs, HACCP plans and occupational health and safety protocols. Develop new company policies in these areas as required.
- Ensure that these systems are being properly implemented in all manufacturing facilities by working with facility managers and staff, and reporting any deficiencies to senior management.
- Understand all relevant legislation concerning product quality standards and occupational health and safety. Report any legislative changes to senior management and provide guidance on required policy changes.
- Maintain all facility operating permits, certifications, and licenses by verifying that the company is meeting their requirements and coordinating annual inspections, applications, audits, and renewals.
- Manage training records of employees and provide information and guidance to all employees regarding food safety and quality standards. Develop and lead in-house food safety and OH&S training sessions for staff at each manufacturing facility.
- Analyze all laboratory test results of product samples to ensure that mandated specifications are being met. Trend lab results and communicate information to quality, production, and facility management.
- Complete customer requested documents (questionnaires, specification forms, etc.).
- Manage and participate in workplace accident/incident investigations and meetings of the Joint Occupational Health and Safety Committee.
- Contribute to maintaining a positive, healthy and safe working environment.
- Continue education by participating in professional development opportunities.
- Perform other duties as assigned.

Work Environment

This position is performed both in an office environment and within manufacturing facilities. When in the facilities, the individual may be subject to loud noise and variable temperatures. They will be required to wear the appropriate CSA approved personal protective equipment and other garments as set out in the company policies and procedures.

Position Requirements

Education and Training

- College diploma, Bachelor's degree, or equivalent experience.
- Education in Food Science or other relevant scientific disciplines is considered an asset.
- Education and/or training in food safety and quality or occupational health and safety is considered an asset.

Experience

- Prior experience in management, seafood manufacturing, food safety, or quality assurance considered an asset.
- Prior experience in occupational health and safety experience considered an asset.

Competencies

- Ability to use own judgment to make sound decisions regarding health, safety, and product quality matters supported by the appropriate regulatory information.
- Excellent organizational skills and attention to detail.
- Ability to manage multiple tasks and meet simultaneous deadlines.
- Excellent verbal and written communication skills.
- Ability to work both independently and collaboratively.
- Self-motivated and eager to learn.
- Proficiency in Microsoft Office, Excel, Word and Outlook.

To Apply

Send your resume and cover letter to angela.kaiser@scotia.ca

We thank all those who apply, however only those who are considered for an interview will be contacted