



Job Description

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Job Title Quality and Safety Coordinator	Job Location Bagamoyo	Category -
Job Type Full Time	Job level Intermediate	Industry Food Processing

Open to Expatriates
Only Open to Tanzanian Nationals

Minimum Requirements

Min Budget -	Max Budget -	Primary Industry Food Processing: 4 Years
Secondary Industry -	Primary Category -	Secondary Category -
Certificate -	Qualification -	

Summary

As a Quality and Safety Coordinator, you will ensure the highest product quality and safety standards within our food processing facility. Reporting directly to the Chief Operating Officer (COO), you will create, implement, and manage quality and safety programs, policies, and procedures to ensure we always deliver safe and exceptional food products to our customers.

Responsibilities

Quality Control:

- Develop, implement, and oversee quality control systems and procedures,
- Conduct regular inspections and audits of all production processes to ensure adherence to quality standards,
- Collaborate with production teams to identify and resolve quality issues promptly,
- Maintain and update product quality specifications and documentation.
- Identify opportunities for process improvements to enhance quality and safety.

Food Safety Compliance:

- Ensure compliance with all relevant food safety regulations and standards within the country,
- Develop, implement, and manage the required food safety programs,
- Conduct food safety training and awareness programs for employees.

Reporting and Documentation:

- Maintain accurate and up-to-date records related to quality control and safety measures.
- Prepare and submit reports on quality and safety performance to the COO and regulatory agencies as required.
- Investigate and report any incidents or non-conformities related to quality and safety.

Cross-Functional Engagement:

- Collaborate with procurement to ensure the quality and safety of raw materials and ingredients.
- Establish and maintain relationships with suppliers and conduct supplier audits as needed.
- Work with cross-functional teams. Provide ongoing training to employees on quality and safety protocols.
- Foster a culture of quality and safety awareness among all team members.

Education & Qualifications

Bachelor's degree in food science, Food Safety, or a related field

Requirements

- Minimum of 4 years of experience in food processing quality control and safety,
- Strong knowledge of Tanzania's food safety regulations,
- Knowledgeable with experience with quality management systems (QMS) and quality assurance best practices.
- Ability to work independently and as part of a team.

Reporting To

Chief Operating Officer

Driving Licence

Not Required

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