



Crofters Food Ltd.
470 Oastler Park Drive, Seguin, ON P2A 2W8

Crofters is growing and we are seeking an energetic, reliable & flexible team player to join our Team. Here's your chance to join a highly skilled team of professionals at one of North America's pioneering brands in the organic food movement! Crofters Food Ltd, known in the grocery aisles as Crofters Organic Fruit Spreads, is the leading manufacturer of organic jams, jellies and fruit spreads in North America. Headquartered in picturesque Parry Sound, Ontario, about two hours north of Toronto, we manufacture a vast array of fruit-based spreads sold in stores across Canada, the United States, and select international markets. From the way we source our fruit, to the way we carefully manufacture our products using forward-thinking sustainable processing techniques, to our innovative, health-conscious formulations, every aspect of our operations receives the care and attention they deserve. A small but mighty team, with the support of a US-based private equity firm, join us as we look to aggressively scale our business on our mission to become one of the leading organic food brands in North America.

Position Overview:

The duties and responsibilities of the **Quality Technician** will be as follows. The position reports directly to the **Quality Assurance Manager**.

1. Demonstrate a thorough understanding of all requirements within the SQF program that pertain to the processes performed by the Quality Team.
2. Maintain understanding of all laboratory procedures and applicable regulations for example Organic Code, Codex Alimentarius, Safe Food for Canadians Act, FSMA and applicable CFR21 regulations
3. Maintain communication with the Food Safety team about possible areas for improvement in the Quality processes.
4. Conduct raw material analysis; including sorting and visual inspection of fruit, tracking of analytical parameters and supplier issues, brix, pH, microbiology, acidity, turbidity and pesticide analysis, etc.
5. Inform and communicate with Purchasing and the Quality Assurance Manager of inbound ingredients outside of specification. In collaboration with Senior Management, determine course of action for materials received outside of allowable specifications.
6. Perform finished product analysis; Brix, pH, Bostwick, viscosity, microbiology, etc. Inform and communicate with Quality Assurance Manager with out of specification product. In collaboration with Senior Management, determine course of action for finished product outside of allowable specifications.
7. Perform in-process control monitoring such as micro swabbing of equipment, air quality monitoring, compressed air monitoring, water quality monitoring for micro contamination, foreign material monitoring and equipment calibration.

8. Assist Water Systems Manager with daily monitoring of water, wastewater and boiler quality; tasks to include pH, alkalinity, turbidity, conductivity, hardness, Brix, COD, phosphorus, ammonia, MLSS, TKN, sulphite
9. Assist Water Systems Manager with monitoring of plant water usage, well depth monitoring, maintaining ozone system, maintaining permeability of the MBR and RO filters.
10. Assist with the pest control program including monthly onsite pest control visits with 3rd party operator, ensuring that pest control logs and tracking and trending of pest findings are accurately completed.
11. Assist Senior Management with new product development.
12. Manage and respond to consumer complaints. Perform quality investigations if required. Ensure accurate data entry for monthly tracking and trending.
13. Good Laboratory Practices – maintain an orderly and clean workspace. Ensure adequate laboratory supplies are readily available, prepare standards, perform calibration of laboratory equipment and ensure equipment is kept in good state of repair
14. Develop and assist with managing Quality Control SOPs. Review all existing SOPs on an annual basis and ensure that documentation of process is complete and in accordance with requirements of SQF program and best practices for laboratory functions
15. Maintain accurate records of all analyses, data entry, tracking and trending all results to determine process effectiveness and optimization.
16. Maintain organization and filing management of all Quality Control documentation. Ensure appropriate documentation of all communications with regard to Quality issues.
17. Identify non-conformities, determine appropriate corrective and preventive actions. Assist with quality investigations
18. Build and maintain good working relationships with manufacturing personnel to promote openness and GMP compliance
19. Comply with the company Health and Safety practices and procedures ensuring the safety and well-being of all employees
20. Other duties may be assigned to the Employee as required.

Experience, Qualifications, and Educational Requirements:

- Must have completed education relating to the field of Laboratory Quality Technician.
- Performing pre-Analytical procedures. Strong analytical and problem-solving skills.
- High level of organization.
- Strong time-management abilities.
- Rigorous attention to detail.
- Ability to communicate effectively, both verbally and via email.

Job type: Full-time, Permanent, On-site (not remote)

Rate of Pay: \$23.00 per hour

Benefits: Basic Benefit Plan including Health and Medical, Vision Care, Dental, Wellness & Preventative Services. RSP and Bonus Program.

Please submit your resume to hr@croftersorganic.com indicating your experience and interests
Crofter's Food Ltd. welcomes and encourages applications from people with disabilities.

Accommodations are available on request for candidates taking part in all aspects of the selection process.