

INTERNAL & EXTERNAL JOB VACANCY – QUALITY ASSURANCE ANALYST.

Africa Improved Foods (AIF) is a Public-Private Partnership focused on addressing malnutrition through the production of nutritious, high quality fortified foods.

AIF Ltd is looking for a self-motivated, qualified individual with the right attitude and a passion for innovation to join our young and energetic team on the position of **Quality Assurance Analyst.**

GENERAL JOB INFORMATION

DEPARTMENT: **Quality**
 REPORTING LINE: **Quality Assurance Specialist**
 CONTRACT TERMS: **Open ended Contract**

JOB PURPOSE

The Quality Assurance Analyst is responsible for performing day to day activities of internal processes for quality inspection, supervision, and provides support to the teams of Production & Maintenance, Warehouse and Lab analysts.

He / She is responsible for ensuring that our products are safe and effective by verifying that they meet AIF high quality standards and specifications.

KEY RESPONSIBILITIES

- Review of certificates of analyses, product specifications, and other quality documents to ensure Suppliers Compliance.
- Monitoring of stored materials and products to ensure proper labelling and traceability.
- Monitor the Machine KOPS and ensure that they are in right range and assist the production operators/shift leader if any deviation arise.
- Inspect incoming and outgoing materials and ensure their compliance to the quality requirements
- Timely and frequent review of Standard operating procedures, PFD, PID versus site layout
- Coordinate the activities between quality control lab and production process
- Identify non-conformities and manage their handling and disposal if need be
- Supervise Maintenance, cleaning, and sanitization of equipment
- Inspect and approve the material, equipment to be used into production
- Carry out GMP Inspection and ensure the compliance
- Review, implement and train Production staff, casuals & contractors on good hygiene practices
- Control and monitoring of stored grain in the silo/material in warehouse, ensure proper storage practices are implemented
- Review the pest control approach and practices
- Do monthly trends of KOPs/OPRS/CCP monitoring
- Production process monitoring and ensure finished product meets customer requirements
- Identify and quickly escalate any food safety concern which may arise on the course of material, against handling and production processes.
- Ensure that the mass balance system is up to date.

JOB REQUIREMENTS

- Bachelor's degree in Food science, Chemistry, Biotechnology, Microbiology, Science, or any other related field.
- A minimum of 2 years' working experience in Quality Assurance or Quality Control preferably in a food industry.
- Must have basic knowledge of MS Office packages-Word, Excel & Power Point.
- Fluent in English and Kinyarwanda (both verbally and in writing).

APPLICATION GUIDELINES

All applications including application letter, curriculum vitae and academic qualifications should be submitted in single PDF File via this email: recruitment@africaimprovedfoods.com for the attention of the **Human Resources Manager of Africa Improved Foods Rwanda Ltd** not later than **Friday 11th February 2022.**

Please note that only shortlisted candidates will be contacted.

Kigali, 04th February 2022