

Title: Facility & Food Safety Specialist (Contract)
Department: Legal
Accountable to: National Facility & Food Safety Manager
Positions Supervised: N/A

PURPOSE:

The most important value at UNFI is “Do the Right Thing – Put Safety and Integrity at the Forefront of Everything We Do.” The Facility & Food Safety Specialist is part of the Risk & Safety team that helps the organization deliver on this critical value – day in and day out. The role has responsibility across their regions for creating a world-class safety and food safety culture in which UNFI associates are proactive and interdependent when it comes to food safety. This role supports Distribution centers and operation partners with all aspects of food safety.

JOB TYPE: 1+ year contract

LOCATION(S): Position will provide on-site support to our facilities located in Richmond and Burnaby, B.C. Incumbent must be able to reliably commute to both locations.

JOB RESPONSIBILITIES:

The responsibilities of the role include ensuring compliance with food safety, sanitation and pest control programs within the region, interacting with Distribution Centre leadership teams to ensure policies, procedures, audits and training programs are understood and followed. This includes comprehensive support of any and all regulatory certifications.

Health & Safety

- Serves on and coordinates the facility’s Emergency Management Group (EMG) and maintains an updated Emergency Action Plan.
- Delivers New Hire Risk & Safety Training and annual Risk/ Safety Refresher Training.
- Serves on the Joint Health & Safety Committee, participates in meetings and related activities including facility inspections, corrective actions and any other required functions.
- Trains team leads, supervisors, and managers in the proper methods of incident investigation to determine root causes of loss, safety inspections, report formats and compliance with safety laws and regulations.
- Works with Risk and Safety, Human Resources and Operations to manage the facility Return to Work program.
- Maintains safety programs to ensure facility, divisional and national objectives are met, including yearly review of safety policies, contribution to divisional safety moment program

Food Safety

- Champions promoting, communicating, and enforcing our food safety programs. Is a cultural ambassador of food safety and ensures that all associates, visitors and vendors understand the Company’s commitments to providing safe food.
 - Coordinates food safety, sanitation, and pest control compliance efforts as directed by the National Facility & Food Safety Manager as required.
 - Assist and interacts with Canadian Food Inspection Agency (CFIA) and other Food Safety Regulators during inspections and follow up on corrective actions.
 - Managing GMP/HACCP programs, including document maintenance and review, associate training and oversight of corrective actions.
 - Coordinates and leads development of a GFSI food safety program (SQF) with the regional SQF Team.
 - Investigates product quality and compliance issues (i.e. tampering, adulteration, mislabeling, etc.).
 - Delivers training in food safety and quality issues for all associates.
 - Assists with managing recall program across the distribution centers and provides direction and expert advice to management and other company personnel regarding recalls.
 - Assists and leads the Organic Certification program at distribution centers under the Canada Organic Regime and Safe Food for Canadians Regulations (SFCR).
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- Assists in the New Supplier Program and works with Supply Chain team to ensure supplier compliance under SFCR.
- Uses available metrics and reporting systems to track and measure food safety performance, identifying exceptions to outstanding performance and influencing leadership to resolve specific and cultural opportunities.

Performs other relevant job duties as required.

JOB REQUIREMENTS:

Education/Certification:

- Bachelor's degree in Biology, Food Science, Public Health, Environmental Science or related field preferred
- HACCP, Preventative Controls Qualified Individual and/or SQF Practitioner certifications desired
- First Aid/CPR/AED and JH&SC certified

Experience:

- Two to three years of related food industry experience
- Experience in interpreting federal and provincial regulations, and maintaining working relationships with industry and regulatory officials

Knowledge:

- Safe Food for Canadians Act
- Seafood HACCP requirements
- Working knowledge of Occupational Health and Safety Act (OHSA)

Skills/Abilities:

- Excellent written and verbal communication skills with the ability to present effectively to groups
- Ability to balance multiple priorities and ensure significant issues are communicated clearly to relevant stakeholders in a timely manner
- Strong analytical skills required for data interpretation and analysis
- Proficiency with MS Office
- Must be able to interface effectively with a wide variety of associates
- Possess ability to communicate concepts, systems, procedures, etc., in a training environment
- Experience in training large groups is beneficial
- Must possess leadership ability to inspire others to achieve desired results
- Flexible and adaptable to learning and understand new technologies

Our Commitment:

UNFI believes in a diverse and accommodating workplace. UNFI encourages and promotes applications from all qualified individuals, regardless of gender, age, race, ethnicity, disability or otherwise. UNFI is committed to providing full accommodation for persons with disabilities in all active processes and procedures including but not limited to the recruitment process. To request any accommodation you may require to participate in the recruitment process (including alternative formats of materials or accessible meeting rooms), please contact the main recruiting contact for the position or Human Resources to discuss your specific needs.