



Winecrush®

Document Number: JD-008
Created Date: July 8, 2021
Revised Date: Sept 17, 2021
Revision Number: 003

Title: JD-008 Quality Manager Job Description

Winecrush, an innovation agritech food manufacturing firm located in Summerland, BC, is pioneering a new, proprietary process for transforming winery derivatives into valuable food ingredients. Our team is looking for a food science quality expert to lead our quality department and ensure the quality and safety of our grape derivative ingredients.

This role is for you if,

- You thrive in an environment where procedures and processes are not yet defined
- You have an innovative mindset, and no challenge is too big
- You want to be part of a startup company with ample opportunity for growth

This is a full-time position. Compensation is based on experience and qualifications.

Quality Manager Job Duties

- Build quality program to ensure full compliance with Good Manufacturing Practices
 - Monitor GMP areas daily. Implement and document corrective actions as needed
 - Ensure all SOPs and GMP logs are up to date and available for production staff. Collect and review completed logs, ensure good documentation practices are followed.
 - Train staff on GMP requirements, re-train as needed
- Perform quality inspections and implement corrective actions during fermentation
 - Examine grape derivative samples to assess ripeness, sugar, and acid content, and determine suitability for processing
 - Establish key parameters for process monitoring, in collaboration with the production team
 - Monitor data, identify and document OOS and implement corrective actions as needed. Provide weekly trends to the management team.
- Responsible for overseeing and conducting quality control activities during production
 - Collaborate with production team to ensure samples are collected as per sample plan (raw material, in-process blend, final blend)
 - Conduct sensory and COA testing on Winecrush products as needed. For example, flavour, colour, taste, texture, nutritional content, phenolics, etc.
 - Maintain sample inventories up to date
 - Prepare samples for shipment to clients and third-party laboratories. Track results and investigate OOS results.
- Implement and supervise sanitation program, including visual inspections, environmental monitoring, sanitation chemical ordering, storage and usage.
- Respond to customer inquiries and lead quality audits
- Conduct finished product release process. Approve outgoing shipments and ensure shipping logs are completed adequately
- Oversee the pest control program. Sign off weekly service reports, complete CAPA report if needed.
- Health and Safety: Follow recommended safe work procedures, use protective gear in



Winecrush®

Document Number: JD-008
Created Date: July 8, 2021
Revised Date: Sept 17, 2021
Revision Number: 003

Title: JD-008 Quality Manager Job Description

- accordance with regulations, and work to promote personal safety and safety of others.
- Hire new team members, as required
- Other tasks as required

Knowledge Requirements, Skills, and Abilities

- A minimum of a Food Technology Diploma, Analytical Chemistry, Organic Chemistry, Chemical Engineering, or equivalent.
- Completion of HACCP or other food safety training
- Proven aptitude for Good Manufacturing Processes and CFIA food safety programs
- Laboratory experience in an industrial manufacturing environment an asset
- Experience in writing SOPs and developing sample plans
- Must possess strong problem solving, organizational, and documentation skills with a focus on details and results
- Ability to work independently and lead a team
- Must be able to function in a fast-paced environment
- Strong oral and written communication skills including the ability to write concise technical reports.
- Proven strong time management skills
- Adept at Excel, Microsoft Word, PowerPoint, and other computer software
- Willingness to work evenings and weekends for special projects