



Quality Systems Coordinator

Michigan Milk Producers Association, a leader in Michigan's dairy industry, is seeking a Quality Systems Coordinator to join our team in Constantine, Mi. Milk Producers Association is the 10th largest dairy cooperative in the United States with approximately 2,000 dairy farmer members in Michigan, Indiana, Ohio and Wisconsin.

Your Mission

Responsible for the efficacy of Quality systems (SQF, FSMA) and the application of continuous improvement programs identified by MMPA at the Constantine plant. Ensures compliance to quality policies and government regulations through the implementation of programs such as HACCP, prerequisite programs e.g. sanitation and pest control. Ensures food safety and quality of all products produced. This position will be responsible for leading audits. This includes completing audit reports and conducting all communication between Constantine Plant and Association headquarters.

Responsibilities for MMPA business include:

Essential Duties and Responsibilities:

- Work with the plant leadership team to ensure all quality programs and systems are implemented.
- Manages the plant's internal auditing program by conducting GMP and sanitation audits of operations, plant grounds and warehouse areas. Ensure Food Safety and Quality Systems meet or exceed Internal, 2nd and 3rd party audit requirements.
- Complete audit reports, track and trend data
- Routine, primary interface with regulatory agency representatives at the facility.
- Leads the monthly Internal Quality Management Systems Review process with the plant's staff
- Leads the plant's quality Continuous Improvement efforts for quality KPI's (e.g., consumer complaint reduction, hold reduction, etc.)
- Appropriate support compliance to policies and procedures
- Act as SQF Practitioner for the Constantine Plant.
- Oversee the development, implementation, review and maintenance of SQF system, including food safety fundamentals and food safety plans.
- Take appropriate action to ensure the integrity of the SQF System.
- Communicate to relevant personnel all information essential to ensure the effective implementation
- Owns the plant's corrective/preventive actions (CAPA) process and tracks all plant root cause failure analyses
- Acts as back up for QA Manager



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- Develop plant procedures to comply with MMPA's Quality Management System and associated policies
- Develops, adapts, and improves quality programs and procedures for the overall production activities of the plant including application of Quality Procedures changes.
- Maintain Food Safety Documents, SSOPs, HACCP plans, and other regulatory related documentation
- Manages quality training for all plant personnel
- Ensure standard work through development of work documentation and training to standards
- Participates in problem solving and serves as a technical resource for quality initiatives
- Conduct periodic training for new employees as well as ensure compliance by all employees to all warnings associated with the chemical in question
- Conduct random audits of employee knowledge / performance based upon established MMPA Food Safety Program criteria

Qualifications:

Education and Work Experience:

- BS Degree in Biology, Microbiology, Chemistry or Food Science required. Education may be substituted for years of relevant experience.
- 2-5 years in quality/manufacturing management roles working in multiple manufacturing environments.
- Understanding of manufacturing processes.

Functional Competencies needed:

- Food Safety and Regulatory Requirements experience
- CHA Preferred
- HACCP certified preferred
- SQF practitioner preferred
- Methodical problem solving techniques
- Clear communication skills
- Solid analytical skills
- Strong planning and organization
- Demonstrated initiative and desire to learn about the dairy industry
- Independent thinker
- Aptitude for gaining knowledge
- Ability to foster knowledge exchange within and with other departments
- Collaborative communication approach
- Requires a resourceful and direct management style, must ask questions and seek resolution
- Utilize sound judgment
- Ability to disseminate knowledge to other employees for the good of the coop



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Managerial Competencies and Personal Skills/Attributes needed:

- Committed to achieve our mission through the leadership and guidance of a team
- Individual with open and new ideas
- Drive change with a positive attitude
- Interact with all levels and show empathy
- Develop an authentic relationship
- Shows value for different opinions, shows flexibility to different opinions.
- Shows interest to learn and share from others.
- Learns and interacts positively with the environment
- Willing to take action in a changing environment
- Analytical and problem-solution oriented mindset
- Shows passion for growth and development within a team

Company Features:

MMPA is one of the top dairy cooperatives in the nation with a strong financial record. Our owners are 2000+ dairy farmers located in the states of Michigan, Ohio, Indiana and Wisconsin. MMPA markets its members' milk, guaranteeing a market every day for all member-produced milk.

BENEFITS

- Competitive salary incentive program
- Outstanding insurance benefits - Health/Vision/Dental
- Protection for the future - Life and Disability insurance
- Paid vacation time and sick time
- 401(k) plan with a generous company contribution
- Company provided pension

Together with our members and employees our association is positioned and planning for growth. Our benefits are attractive, and our future is bright.

Successful passage of drug test, background check, and criminal record check required.