



**WEST ASSAM MILK PRODUCERS' CO-OPERATIVE  
UNION Ltd.**

Juripar, R.K. Jyotiprasad Agarwala Road, Panjabari, Guwahati – 781037

**JOB INFORMATION:**

<b>Company</b>	North East Dairy & Foods Limited (NEDFL)
<b>Position</b>	Sr. Manager(Quality Assurance)
<b>Qualification</b>	Full time B.Tech in Dairy Technology/M.Sc in Dairy Technology/ Dairy Chemistry/Dairy Microbiology from a reputed education institute
<b>Experience</b>	Minimum 10 years' experience in processing and manufacturing of milk and milk products in a Dairy Plant having capacity of minimum 1 lakh litres per day, out of which 2 years should be as Head (QA/QC). Thorough knowledge on FSSAI standards, exposure on Food Safety Management System (FSMS)/ Quality Management System/ Good Laboratory Practices/ Good Manufacturing Practices/ Good Hygienic Practices
<b>Job Location</b>	Across Assam
<b>Salary</b>	CTC Rs. 11.14 lakhs per annum including P.F & other Contributions. (Negotiable and commensurate with qualification and experience)
<b>Age</b>	Not above 45 years as on 1st Jan, 2025. However, relaxation may be given in case of appropriate/ outstanding candidates with relevant experience.

**Main Purpose:**

Manage/monitor activities related to improvement in quality and food safety aspects of milk and milk products. The Quality Manager should ensure that policies and procedures established by QA are carried out effectively in the plants. Manage the quality control laboratory activities and staff as well as product development and analysis of statistical data and specifications to determine present standards and establish proposed quality and reliability expectancy. He/she oversees and directs the plant in multi-functional areas of responsibilities such as plant functioning, sourcing, quality controls, production and sales.

**MAIN RESPONSIBILITIES:**

- QA across the value chain, manufacturing units, procurement systems and sales & distribution
- Monitoring of raw milk quality of DCS/MPI's & Bulk Milk Coolers
- Setup system for Monitoring of quality and plant activities for Dairy Plant(s)
- Ensure compliance of statutory requirements such as FSSAI, BIS, Legal Meteorology, Pollution Control, AGMARK issues etc.
- Monitor processing, quality maintenance and dispatch parameters are met at all levels and timely corrective actions during deviations and ultimately ensure quality output at minimum cost and at the same time give due weightage to food safety through SOP.
- Conduct market research from Quality perspective
- Ensure good manufacturing practices (GMP) and good hygiene practices (GHP) are followed to ensure hygiene and cleanliness in the Plant.

- Ensure strict adherence to preventive maintenance system and make efforts towards minimizing break down of the Plant
- Monitoring of input and output of FAT and SNF to minimize solid loss during operations.
- Review the working of the Plants across Assam on continuous basis and suggest measures for achieving improved productivity
- Formulation/revision of various SOPs/Manuals required for plant operations.
- Development of new products.
- Capture Market Response (Complaints) related to quality and suggest solutions to the production departments
- Investigating and setting standards from quality, health and safety aspects.
- Performance monitoring of QA staff.
- Coordinate ISO audit and arrange CAPA after root causing for the NCS.
- Review the working of the Plants on continuous basis and suggest measures for achieving improved productivity.
- Arrange to provide necessary training to the employee of the Plant
- Maintain industrial relation in the Plant to avoid any disturbance in the smooth functioning of the Plant activities.
- Identify and recommend the damaged items for disposal.
- Any other duties assigned from time to time

**Reporting, Performance Review and Leave Terms:**

- Report to Managing Director.
- Performance will be reviewed as per Key result areas (KRA). The remuneration may be enhanced on an annual basis as per prevailing rules, which will be performance based.
- Eligible for paid leaves/Holidays as per the applicable norms/policy of NEDFL.
- For any authorized tour within the operational areas, he/she will be paid TA/DA as per norms/policy of NEDFL.