

Quality Analyst



Alexandra LeBlanc

Haverhill, MA

Job Preferences:

Desired job title:	Quality Analyst
Desired occupation:	Quality Engineer
Employment type:	Full time
Career status:	Active job seeker
Available to start:	08/2020
Additional notes:	My ideal job is Quality Control performing quality duties, ensuring product quality per company standards.

Education:

	Middlesex Community College Associates in Science: Liberal Arts & Science, Bachelor
06/2015 – 05/2020	Boston, MA; Kaplan University HACCP Certification; Bachelors of Science: Health Science, Master

Work Experience:

10/2017 – 04/2020	QA/QC - Regulatory Label Specialist Plenus Group, Inc. * Comply & enforce current Good Manufacturing Practices (CGMP) per the Food & Drug Administration (21 CFR Part 110). * Continuous monitoring of the CCP's (Metal Detectors) per Standard Operating Procedures * Finish product sampling for analysis per Standard Operating Procedures * Perform shelf life evaluation per Standard Operating Procedures * Calculates product nutrition & ingredient information for product label that are in compliance. * Responsible for obtaining USDA/FSIS label approval, temporary approvals & extension for U.S. product. * Maintain formula management/ nutrition databases within ingredient & formula
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information.

- * Create & maintains product labels & label databases.
- * Works with Sales & R & D to create labels and approved regulatory components as part as commercialization process for new product while leveraging regulations to help the company be competitive in the market place.
- * Review all product related artwork & ensure it meets food regulatory & internal requirement.
- * Responsible for the development of mandatory label copy which includes product name, weight statement, ingredient statement, allergen declaration, nutrition fact panel & claims which meet government requirement & standard of identities. This includes ensuring compliance with all label related health & wellness claims.
- * Participate in the development of training regarding new/ change labeling regulation, trends, etc. that may impact the Organization's brands or coordinated brands.
- * Response to rapidly changing priority according to business & customer's requests.
- * Supports plant and government & customer audits.
- * Follows GMP, Quality & safety practices
- * Enter product codes for new & existing products into software.

08/2015 – 07/2016

QA - Lab Micro Tech

Joseph's Gourmet Pasta

- * Perform required microbiological tests on finished product
- * Complete test on raw materials, processing aids and in-process materials used in products
- * Prepare, review and report result of microbiological analyses
- * Maintain and document records in accordance with established laboratory procedures.
- * Perform quality duties ensuring product quality and food safety per company standards & requirements.
- * Responsible to perform "Line Clearance" as per Standard Operating Procedures (SOP).
- * Perform shelf life evaluation per Standard Operating Procedure (SOP)

03/1997 – 05/2012

City Tax Collector

City of Lawrence

- * Responsible for collection of all real, personal property, excise tax,
- * Record and balance tax monies
- * Signed off Commercial and residential permits
- * Resolved any customers issues
- * Provided translation to Spanish speaking customers



Language Skills:

Native:



English

n/a:

Spanish



Skills:

n/a:

databases