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***RECRUITMENT ANNOUNCEMENT***

**QUALITY ASSURANCE SUPERVISOR**

Working place: Tri An Factory (Amata Industrial Zone, Bien Hoa, have shuttle bus from Hang Xanh, HCMC)

Department: Quality Assurance

Report to: Quality Assurance Manager

**Main Duties:**

* Organize routine chemical analyses and ensure efficient and optimal utilization of the work force, tools and equipment to comply with the GLP.
* Conduct routine chemical analyses and ensure efficient and optimal utilization of the work force, tools and equipment to comply with the GLP.
* Ensure effectiveness of the Internal Control Plan (ICP) in the Chemical Section.
* Ensure proper data management of chemical analysis by keeping adequate records and statistical evaluation.
* Control chemical budget considering quality of samples.
* Keep laboratory instructions up-to-date in line and develop new analysis methods; adjust requirements and resources accordingly.
* Develop chemical analysts so that high performance, competency and motivation are achieved.
* Be responsible for the correct cost-efficient functioning of the laboratory, including personnel safety, availability of equipment to carry out analysis, internal and external quality control.
* Be responsible for the analytical competence of technician to perform the required analysis.
* Be responsible for the correct and on time reporting of result to customers and the follow-up of any customer complaints.
* Validate & establish validation dossiers for new existing methods according to Nestle validation standards.
* Other assignments assigned by QA Manager.

**Requirements:**

* Education requirement: Bachelor’s degree related to Microbiology, Chemistry, Food Technology and other related majors.
* Experience: 2-3 year working experience in quality assurance
* Competent in ISO 9001, HACCP/GMP, chemical lab experience
* Communication in English lish, interpersonal skill, can do attitude, leadership competence