
FOOD ASSISTANCE PROGRAM SPECIALIST RESUME

Summary:

An outstanding specialist who is involved in developing and implementing food industry directive for several years; has formulated uniform enforcement procedures and policies for regulating food safety; has implemented strict food sanitation regulations and other food industry programs to advance health among public and private sector; has devised dissemination programs on information drives on food and health awareness; has liaised with local government and civil groups to fund programs for food feeding programs and the like

Professional Experience:

Sr. Food Safety Manager Job Details January 2007 – Present
Metropolitan Food Administration, Albany, NY

Responsibilities:

- Checked and validated Fresh Express & Fresh Select suppliers harvesting and packaging process operations, both domestic and international.
- Applied management plans to correct areas of noncompliance indicated by the audit process.
- Sustained the food safety plan and gathered support documentations for the company.
- Coordinated training presentations on issues that may impact food safety and participate in grower/supplier meetings.
- Managed and verified raw product food safety in accordance with the company's good agricultural practices, standardized requirements, policies, procedures and standards.
- Worked closely with different partners in the food industry to provide technical support and promote compliance with good agricultural practices.

Food Safety Specialists Food Safety Auditor May 2004 – December 2006
Metropolitan Food Administration, Albany, NY

Responsibilities:

- Facilitated food safety audits of client facilities and provided technical training to management.
- Prepared a written report for management regarding all issues involving operation and production.
- Monitored that company policies on food safety are implemented according to agreed regulations.
- Met with third party suppliers to update on latest technology on the food industry.
- Provided in-house trainings to key personnel to educate them on the latest trends on food preparation and processing.

Corporate Food Safety Program Mgr-Sanitation February 1999 – May 2004
Metropolitan Food Administration, Albany, NY

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Education:

Masters Degree in Biochemistry
University of Iowa, 1999

Bachelor in Food Science Technology
Rockefeller University, 1994

Skills:

- Knowledge in the principles and practices of physical or biological sciences
- Knowledge in food safety, health, and sanitation standards
- Knowledge in the standard practices, processes, tools
- Knowledge in food inspection techniques and procedures
- Ability in planning, directing, and coordinating programs
- Ability in formulating policies and procedures relevant to the programs
- Ability in interpreting complex rules and regulations

Awards and Affiliations:

Feeding America, member

General Iowa Alumni Association, member

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