



Job Description

Position title:	Quality Controller
Reports to:	Site Quality Manager
Direct reports:	N/A
Liaise with:	
Internally	• Site management and DMS Executive team • Production Supervisor • EAN Operators • Grading Supervisor • Packing Supervisor • Other DMS employees
Externally	• Zespri Quality Controller • Asurequality • Nutrikiwi • NZ Avocados

Main Purpose

- To sample and monitor the product and packing process to ensure compliance with relevant standards.

Please note that due to the seasonal nature of the industry, at times there is a need for additional duties to ensure consistency with workflow to meet business requirements.



Principal Tasks

Function Description	Quality Controller
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Key Result Areas	Actions	Targets and measures [Future goals/objectives and measures]	KPIs [Type of measure of performance e.g. Net profit, Cost per tray, \$ per hectare, Reject rates]
Quality Control	1. Ensure all sampling and monitoring is completed according to ZIL, BNZ, NZ Avocados and DMS Standards. 2. Communicate results of samples to grading supervisor, packing supervisor and production supervisor. 3. Coordinate with Grader Supervisor, Production Supervisor and QC's to achieve maximum results in all classes of fruit. 4. Ensure all documentation records are complete and accurate and comply with ZIL, BNZ, NZ Avocados and DMS standards. 5. Ensure compliance with BRC. 6. Ensure compliance with OSH per company policy. 7. Ensure fruit is packed to ZIL, NZ Avocados and DMS requirements in the most cost-effective manner.	DMS season shed targets relating to Quality (Grade, Rejects) are met No critical non compliances within the Quality function.	Reject rates Packout rates Internal and External audits



Supporting Tasks

Leadership

- Provide leadership and direction to seasonal staff as required.
- Act as professional role model to staff.
- Take action to resolve differences and defuse hostile behaviour. Work to achieve resolution of conflict.
- Ensure all staff receive adequate training to carry out their role in a manner that is safe, appropriate, efficient and effective while maintaining a high level of customer service.

Team Culture

- Contribute to site and DMS team culture, strategies and initiatives.
- Live the DMS Core Values
- Participate fully in group activities and discussion and share all available information with peers, colleagues and managers.
- Act with dignity and fairness in dealing with others and share information/resources as required.

Health and Safety

- Actively promote and ensure H&S compliance in the workplace.
- Promote the safety of staff within your areas of responsibility, including the management of hazards.
- Assist and train staff in terms of organisational systems and health and safety knowledge and basic skills where applicable.

General

- Assist the Quality Manager and Management team in meeting overall business objectives.
- Maintain a customer focussed approach, representing customers best interest at all times.
- Take initiative in promoting DMS and its services at appropriate opportunities.
- Maintain appropriate dress and demeanour and uphold acceptable standards of tidiness and cleanliness in the workplace.

Projects and Administration

- Undertake projects as requested from time to time, ensuring this is done in a manner that shows initiative and will ensure self-development.
- Complete forms, reports and other paperwork promptly, clearly and accurately.



Person specification

	ESSENTIAL	PREFERRED
Qualification		• CCP 2-5 qualifications
Experience	• Previous Quality Controller experience	• Experience within the kiwifruit industry • Knowledge of class 2 systems and Avocados
Skills	• Excellent time management skills, as this job is very demanding during our peak season • Good communication skills and be a team player • Accurate data entry and maintaining inventory records	
Attributes	• Have lots of energy, be enthusiastic and have a can-do attitude • Flexibility with hours of work	