

EXECUTIVE, PRODUCTION (MARGARINE)

(Based in LSEO, Pasir Gudang)

Responsibilities:

- Put in place and ensuring operations perform in Tank Farm, Cold Room, skim Fat Tank and WIP are execute smoothly and correctly to meet department objective.
- To ensure tank farm activities or operations are conducted in compliance with ISO 22000 or FSSC 22000 and ISO 9001 and other standard set by the company.
- Compliance to established statutory and regulatory requirement.
- To maintain all necessary recording relevant to tank farm activities.
- Work closely with production team to ensure the principal risks of the feed stocks are identified, assessed, monitored, and controlled.
- Daily monitoring of Palm Oil and Palm Stearin quality inside storage tank.
- Daily monitoring of incoming fat blend quality by liaison with production team leaders and to activate Nitrogen Sparging as and when needed.
- To dispose off grade fat blend or non-moving fat blend.
- To ensure cleanliness is always maintained at the tank farm.
- Perform monthly oil and fats stock take or count.
- Put in place process that ensure stock taking verification prior and after loading by dipping or other mean.
- Responsible for the disposal of day-to-day excess stock generated by production such as arranging re-melting or rework, repacking, taking sample for analysis as well as to follow through on specific actions that need to be taken in order to achieve objective.
- To ensure the disposal of excess stock are conducted in compliance with relevant internal rules and regulations set by the department.
- To maintain all necessary recording.
- Work closely with production team leader to ensure principal risks are identified assessed, monitored, and controlled before or during rework or re-melt are executed.
- Assist the disposal of stocks identified by warehousing as and when needed.
- To ensure cleanliness is always maintained during reworks or repacking.
- To ensure all reworks or repacking of product are conducted in compliance with GMP where the principal risks are identified, assessed, and controlled.
- To ensure all rework (WIP) of perishable or non-perishable product are conducted in compliance with GMP where the principal risks are identified, assessed, and controlled.
- Fat recovery from Skim Fat tank including effluent controls and monitoring.
- Daily recovery of fat from skim fat tank.
- Cold Room Management.
- Daily data entry and reporting on fat blend management inclusive monthly verification.
- Perform other related duties and responsibilities as assigned by superior from time to time.
- Safeguarding occupational health and safety standards of the workforce.
- To report safety issues or concerns at the workplace to superior.
- Responsible and accountable for food safety related task, able to prevent and catch deviations to the process that can impact the safety of the product.
- To report problem with regards to FSMS to superior immediately.

- Take immediate and effective action with appropriate oversight to ensure the right decision are made in safeguarding food safety with regards to Food Safety Culture.
- To report problem on food safety concern at any workplace or factory premises with regards to FSMS to superior immediately.
- To ensure Food Safety is everyone's job and responsibility.
- Perform other related duties associated with the position and responsibilities as assigned by superior from time to time.

Requirements:

- Degree holder in any discipline.
- Preferably executive specializing in production operation.
- 1 year working experience in a manufacturing or similar environment would be an added advantage.
- A team leader.
- Excellent interpersonal, communication, decision making and analytical skills with good command of English.
- Committed to achieve team goals.
- Ability to handle multi tasks.