**HUMAIRA**

**HUMAIRA.372271@2freemail.com**

**(**Dairy & Food Production , Food Quality and Hygeine**)**

**OBJECTIVE:**

I am deeply committed to assure Food safety and QA along with consumer health by working in a team as joint effort. I want to develop my professional career by working with a reputable dynamic food processing, manufacturing or handling organization that provides challenging opportunities allowing me to capitalize my personal & professional strength as well as organizational progress.

**PROFESSIONAL EXPERIENCE**

**Dairy& Non-Dairy manufacturing & Food Services**

**(Sep 2013- Sep 2014)**

**Shift Quality Executive:**

**Job Responsibilities:** -

* Review the implementation and efficiency of quality and inspection systems.
* Plan, conduct and monitor testing and inspection of materials and products to ensure finished product Quality.
* Document internal Audits and other quality assurance activities.
* Investigate customer complaints and nonconformance issues.
* Collect and compile statistical quality data;
* Prepare reports to communicate outcomes of quality activities.
* Identifying training needs and organize training interventions to meet quality standards.
* Evaluate audit findings and implement appropriate corrective actions.
* Responsible for documents management systems.
* Assign work to hygiene supervisor for cleaning the area.
* Responsible for plant and equipment hygiene.
* Responsible for plant CIP and sanitation.
* Inspection of personal hygiene and practices of all Food handlers.
* Inspection of raw material e.g skimmed milk powder, Butter Milk powder, whole milk powder, Vegetable oil, stabilizers, emulsifiers.
* Conduct in process and finished product checking and standardization.
* Inspection of pest control and coordinate with pest control team.
* Monitoring equipment calibration and cleaning conditions.
* Prepare microbiological reports, briefs and updates the quality control manager on all matters related to hygiene.
* Microbiological analysis for hygiene parameters (hand swabs, machine swabs, air count, water and packaging materials).
* Product analysis from prepacking and also from finished product, monitoring the label code and date.
* Assist in R&D analysis.
* Inspection of expiry items in Raw Material & Finished Goods stores.
* Assist in internal and external audits, follow ups, NCs, Corrective actions and Closure of Ncs.

**Venus Pakistan (Cold Stone Creamery)**

**(Jan 2014 to Jun 2017)**

**Shift Manager Production:**

**Job Responsibilities:**

* Ensures that all Safety, loss prevention environmental protection and industrial hygiene rules and procedures are being implemented and adhered to onsite in accordance to company policy and standard codes of practice
* To Ensure smooth and trouble-free operation of equipment.
* Update the higher management about daily production of Ice Cream.
* Writing shift production reports and shift production targets.
* Planned and schedule maintenance of equipment.
* Perform Hazard identification & risk assessment of plant. Fire risk assessment of plant.
* Making Daily Routine Inspection at Work area.
* Record the Near miss, unsafe acts and unsafe practices.
* Report to Safety Manager regarding all accident, incident & near miss.
* Developing and implementing safe system of work.
* Hazardous area Classifications of the facilities as per relative standards.
* Checking periodically the Fire Extinguishers and First Aid Box.
* Conduct Safety inductions and trainings through meetings, presentations and videos.
* Quality Study of supply chain and deliveries of finish products.
* Raw material testing and COA confirmation.

**Qualification:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Degree** | **Board/University** | **Passing Year** | **CGPA/Grade** |
| B.S (Hons.) Dairy Technology | UVAS Lahore | 2013 | 3.25 |
| Higher Secondary School Certificate | BISE Lahore | 2009 | A |
| Secondary School certificate | BISE Lahore | 2007 | A |

**Professional Certifications and Trainings:**

* 45 days training internship in PCSIR on Comparative Quantitative Assessment of Condensed Milk”.
* Halal training from SINHA Lahore.
* One-day training Programmed on “FOOD SAFETY AND HYGIENE MANAGEMENT” by SMEDA.
* Two days In-house training on problem solving and decision making.
* To implements and maintenance of 5’S in all QA Labs.