



Senior Manager, Food Safety Job Description

Everclean brings peace of mind to clients through our proven food safety and sanitation program. We provide customers with a full spectrum of services that ensures broad protection. Through our Signature Program we deliver the following services:

- Customized food safety program
- Online reporting through our secure website
- Full range of on-site training sessions for all restaurant personnel

ROLE & RESPONSIBILITIES

Management Responsibilities

- Manage, train and mentor new hires and experienced full-time employees in an environment that is supportive, collaborative and respectful in achieving the highest level of expertise in all aspects of food safety and sanitation
- Strengthen training techniques to continuously increase skills and knowledge of team
- Manage internal communications plan to provide progress reports, audit status and critical information in a timely effective manner
- Manage audit assignments and work load projections.
- Provide ongoing training and guidance and coach team on problem-solving, time management, prioritizing work and knowledge management
- Ensure audit work is done consistently throughout the organization and that the expected standards are well established and communicated to new and existing auditors
- Manage and upgrade operational protocols and develop best practices to consistently increase standards for overall ability, knowledge and competency in the field
- Provide feedback and coaching on an on-going basis; provide direction and support professional growth. Provide reinforcement for strong performance and ways to improve for developmental areas
- Observe and learn where opportunities for improvement can increase productivity and performance
- Assist with Foodborne Illness and Crisis Management Program execution

Client Service Responsibilities

- Build and maintain client relationships, as well as to become educated on client operations in order to manage team with effective specialization and industry knowledge
- Ability to discuss food safety and sanitation matters with clients in an open and honest way in order to come to a successful resolution
- Accountable for achieving planned audit goals and meeting audit schedule deadlines
- Review and approve audit documentation
- Perform account management functions by providing customer service to clients and internal team in answering questions and general troubleshooting
- Edit monthly Everclean Newsletters
- Attend pertinent environmental and restaurant association seminars

QUALIFICATIONS

- Bachelor's degree, plus a minimum 5 years experience in Retail or Restaurant Food Safety, Environmental Health, Public Health or other relevant work experience
- RS or REHS Certification, or equivalent certification, required
- Epidemiological experience preferred
- Strong people management skills and the ability manage projects and programs, set strategies and timelines
- Excellent communication skills and the ability to create communication strategies
- Ability to see the "big picture", strong business acumen and strategic thinking
- Strong sense of urgency and the ability to be flexible and prioritize work load
- Good Computer skills and the ability to develop and make company presentations
- Strong work ethic and the ability to deal with sensitive and confidential information
- Ability to take "ownership" on work and steer team with collaboration and respect
- Detail oriented and the ability to "self edit" and organize work

How to apply: email resume to cindym@evercleanservices.com. For more information about our company, visit www.evercleanservices.com.

We are an Equal Opportunity Employer