

Quality Manager

About the Role

We are seeking a Quality Manager to join our team. This position will be responsible for managing and developing quality assurance programs and systems to ensure compliance to internal, regulatory, and customer's quality and food safety standards. The role will involve daily interaction with the R&D and commercialization teams while also engaging with the sales, customer service, and supply chain teams. A successful candidate will be well organized, self-motivated and possess the ability and desire to work on a variety of tasks daily. This position travels regularly to meet the organizations objectives.

Key Responsibilities

- This position will ensure that the execution of quality programs at co-manufacturers meet Rubix regulatory, industry and customer requirements.
- Maintain Rubix supplier approval programs documentation and confirm the execution of quality and food safety programs at co-manufacturers.
- Manage quality concerns directly and completely through resolution to address production concerns and customer inquiries or issues.
- Execute and develop processes that monitor the quality of Rubix products at the manufacturing plant level.
- Lead co-manufacturer and customer audits and perform risk assessments based on quality and safety programs. Communicate results with the various departments.
- Evaluate and assess plant quality, capability, needs, strengths, weaknesses, and opportunities through relationship building with plant personnel and routine visits to plants.
- Conduct investigation, tracking, trending, and reporting of customer inquiries and/or complaints, ensuring corrective and preventive actions are properly implemented. Lead and support on-site product reviews and testing as part of complaint investigations in coordination with cross-functional teams.
- Support sales initiatives with thorough, accurate, complete, and appropriate information regarding products, plants, and production processes on both a proactive and reactive basis.
- Finalize and support the development of product specifications, product labels, and overall quality standards for existing and newly developed products.
- Provide guidance to various departments regarding food safety, labeling, ingredients, formulations, allergens, standards of identity, nutrition, claims, net weight, processing, environmental, and regulatory bodies (FDA and USDA).



- Maintain current co-manufacturer and supplier documentation for internal, government, and customer compliance.
- Review and maintain 3rd party audits and corrective actions for all plants actively manufacturing Rubix products.
- Remain current with regulatory requirements, guidelines, and regulations as they pertain to Rubix products.

Qualifications

- Location: Jacksonville, FL
- Education: Bachelor of Science in Food Science or related science field with minimum 8+ years in quality program management and auditing.
- Understanding and knowledge of FDA and USDA regulations.
- FSMA certifications preferred - PCQI certification and/or FSVP qualified individual
- GFSI training (e.g. SQF) preferred.
- Familiarity with food manufacturing, product development process, quality systems and food safety culture.
- Strong interpersonal and communication skills.
- Ability to work independently with minimal supervision.
- Strong project management skills.
- An ability to work with cross-functional teams to consider internal and external needs in developing an executable solution.
- Ability to travel 20-30% of the time.
- Ability to work in processing environment conditions.
- Ability to work standing for extended periods of time.

About Rubix Foods

Rubix Foods is a full-service product development house with end- to-end manufacturing capabilities. We blend culinary creativity, food science, and consumer intelligence to fuel innovation for the industry's most exciting, high-momentum brands. From concept to commercialization, we streamline and accelerate the entire product development journey – delivering white-glove service, disciplined execution, and consistent results that raise the bar every time.

Our Vision: To be the food industry's first call – known for our speed, trusted for our quality, and chosen for our reliability.



Our Mission: To solve the food industry's toughest problems – creatively, collaboratively, and with unrivaled speed and execution.