

CATHERINE W. MUCHIRI

PHONE: 0728988402

P.O BOX 231, NAIVASHA

EMAIL: catherinemuchiri47@yahoo.com

PROFILE SUMMARY

A highly skilled food scientist with over six years' experience in food quality assurance, product development, environmental safety & health and food safety. I have successfully delivered and gained skills in:

- Writing training materials on standard operating procedures and overseeing the training of new personnel in a food industry.
- Created systems documentation according to ISO 9000 standards.
- Been a member of a team that introduced Total Quality Management in Kevian Kenya and equipping the involved pillars.
- Actively participated and provided direction as required in response to non-conformances on records, products and environment.
- Formulated over 10 recipes for quality affordable fruit-based drinks and energy drinks to meet customer and legal requirements.
- Formulated over 5 recipes for non-alcoholic beer for Australian market.
- Formulated over 5 recipes for dairy and non-dairy probiotic drinks.
- Formulated over 3 recipes for soft serve ice cream and frozen yogurt.
- Prepared a unit operation, HACCP plan and process audit logs for cereals processing for Australian and USA markets.
- A fully trained and active first aider and fire marshal.
- A fully trained and active internal auditor for Food Safety Management Systems and Quality Management Systems.

PROFESSIONAL EXPERIENCE

INSTITUTION: self-employment and Fiverr freelancer.

Position: Product development, training and food safety consultancy services.

Duration: **April 2020 to date.**

KEY RESPONSIBILITIES:

- ✓ Developing recipes for cottage and startup businesses as a freelancer.
- ✓ Developing SOPs among other documents for audit and regulatory purposes for companies.
- ✓ Developing food safety plan and advice on implementation of the already stipulated food safety guidelines by FDA and ISO as a freelancer.
- ✓ Training local youth groups on self-employment through food value addition and strategic positioning to create sales.
- ✓ Create and maintain professional healthy relationship with clients by providing before and after delivery customer support and advice.

INSTITUTION: **Equator Bottlers' limited.**

POSITION: **Production shift team leader.**

DURATION: **January 2019 to September 2019.**

KEY RESPONSIBILITIES

- ✓ Setting production targets on resource use and output.
- ✓ Examining line efficiency in terms of mechanical, material and time output.
- ✓ Representing manufacturing team in performance reports and planning meetings.
- ✓ Enforcing GMPS in the production area.
- ✓ Training new employees on good food handling practices, occupational safety and mandatory procedures to follow in the manufacturing environment.
- ✓ Organizing junior employees on shift changeover and tasks to be carried out during specific shifts.

INSTITUTION: Kevian Kenya limited.

POSITION: Quality Assurance Supervisor.

DURATION: July 2018 to December 2018.

KEY RESPONSIBILITIES

- ✓ Enforcing GMPs on the production area.
- ✓ Enforcing system documentation of processes, and procedures pertaining to food safety and quality management.
- ✓ Taking part in carrying out root cause analysis on non-conformances within the operation and initiating corrective action as per the results.
- ✓ Training junior employees on safety, quality and hygiene management.
- ✓ Organizing refresher training on quality control personnel on HACCP, allergen management, integrated ISO systems etc.
- ✓ Giving direction on non-conformances at the juice blending section to ensure minimum wastage at no compromise on quality.
- ✓ Vetting new ingredients' suppliers and raw material specifications.
- ✓ Giving direction to research and development team with regard to new ingredients supply and how to integrate them in our production to ensure consistent quality.
- ✓ Developing standard operating procedures for quality analysis activities specifically on blending online quality monitoring and product appraisal analysis.
- ✓ Investigating non conformances raised as customer/consumer complaints and providing advice to the research and development team in response to the raised complaints.
- ✓ Lead auditor in internal audits across departments.
- ✓ Carrying out induction process on new quality control personnel.

INSTITUTION: Kevian Kenya limited.

POSITION: Research and development officer.

DURATION: September 2016 to July 2018.

KEY RESPONSIBILITIES

- ✓ Formulation of recipes for new and existing products.
- ✓ Monitoring blending of the formulated recipes to ensure proper recipe interpretation.
- ✓ Carrying out chemical analysis on incoming ingredients to ensure they conform to requirements for the existing recipes.
- ✓ Calibration of laboratory equipment and ensure they conform to legal requirements.
- ✓ Carrying out trainings on quality control officers on good laboratory practices and sensory evaluation.
- ✓ Carrying out supplier evaluation tests on new ingredients suppliers.

INSTITUTION: Kevian Kenya limited.

POSITION: Safety, Health, Environment and Quality control personnel (SHEQ).

DURATION: June 2016 to September 2016.

KEY RESPONSIBILITIES

- ✓ Assess quality compliance of raw materials required in juice, compound and puree production.
- ✓ Assess quality compliance of online production and dispatch of products for best practices including policy structure requirements through operation procedures and work instructions.
- ✓ Ensure adherence to pre-requisite programs and carry out hazard analysis on process and environment typical for juice production and overall safety of the work environment and products.
- ✓ Calibration of laboratory equipment.
- ✓ Micro and chemical Analysis of water used in the juice manufacture and the bottled water.
- ✓ Online monitoring of preforms and caps during production.
- ✓ Active first aider and fire marshal.
- ✓ Tracking of incidents within the work premises to prevent occurrence of an accident.
- ✓ Conducted fire risk assessments and trainings capped with a drill.
- ✓ Tracking of waste recycle rates and resource usage rate.
- ✓ Carrying out internal audits on the integrated management systems of QMS and FSMS.
- ✓ Carrying out HACCP plan, identify CCPs and set critical limits on parameters within operation.
- ✓ Carrying out allergen risk assessment and setting limits to prevent contamination.
- ✓ Blending of juices to meet consumer and legal requirements.

INSTITUTION: Farmers choice limited

POSITION: Quality assurance attaché

DURATION: May 2015 to August 2015.

KEY RESPONSIBILITIES

- ✓ Assess quality compliance on process parameters for safe perishable products production.
- ✓ Ensure team working across departments and within the quality department for safe and quality products.
- ✓ Carrying out root cause analysis in response to customer complaints.

INSTITUTION: Nairobi Bottlers limited

POSITION: Quality assurance attaché

DURATION: May 2014 to August 2014

KEY RESPONSIBILITIES

- ✓ Raw materials inspection for manufacture of carbonated drinks.
- ✓ Carried out training on environmental safety and did a project on waste management that resulted to a higher waste recycle rate within two months.
- ✓ Carried out calibration on analysis equipment
- ✓ Carried out activities of water processing, cleaning the filters and analysis of the packed water.
- ✓ Carried out accident and incident assessment to ensure total quality assurance on products, environment and health.
- ✓ Took part in organizing for health assessment on employees.
- ✓ Took part in safety training on employees.

EDUCATIONAL BACKGROUND

INSTITUTION	DURATION	CREDIT
UNIVERSITY OF NAIROBI	2010-2016	BACHELORS DEGREE IN FOOD SCIENCE AND TECHNOLOGY. Second class honors.
KARIMA GIRLS' HIGH SCHOOL	2007-2010	KENYA CERTIFICATE OF SECONDARY EDUCATION B+ (73)

OTHER SKILLS

- Excellent in oral and written English language.
- Excellent communication skills to seniors, fellow colleagues and juniors.
- Excellent team working skills.
- Patience and a willingness to go that extra step to ensure I deliver.
- Good leadership skills.
- Excellent in basic computer packages, sage and infinity QS.

OBJECTIVE

I am looking for a competitive firm where I can join a team and contribute to bringing value and develop my skill set further.

Kindly feel free to contact my herewith listed referees for any additional information.

REFERES

1. George Ooko Abong'
Lecturer
University of Nairobi
Mobile: 0700073386 / 0735508558
2. Victor Mathenge
QA Manager
Farmers' choice limited
Mobile: 0722887577
3. Rodgers Kisaka
SHEQ team leader
Nairobi Bottlers Limited
Mobile: 0722215528
4. James Muguta
QA manager
Kevian Kenya Limited
Mobile: 0724787591