

MARTIN KANJA

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PROFESSIONAL SUMMARY

Food technologist with a strong technical, operational and management background who possesses self discipline and ability to work under minimum supervision. Talented, ambitious, self motivated and able to play a key role in production, product processing operations and food systems development ensuring that quality solutions meet the business objectives.

EDUCATION

Apr. 2016	Bachelor of Science: Food Science and Technology <ul style="list-style-type: none">Dedan Kimathi University of Technology - Nyeri, Nyeri
Jul. 2012	CPA Section One: Accounting <ul style="list-style-type: none">Achievers School of Profession - Nakuru, Kenya

PROFESSIONAL TRAINING

- Ø Food safety systems certification (FSSC 22000 V 4.0) and International Featured Standard V 6.1Internal auditors training by AIMS Consultant in April 2019
- Ø Enterprise Risk Management (ERM) training by ICPAK between 6th and 8th March 2019
- Ø In house training on becoming a level 1 manager for Kenya Nut Company by Federation of Kenya Employers held between 26th – 27th April 2018
- Ø Quality Management Systems Internal auditor Training (ISO 9001;2015) by Bureau Veritas held between 19th-21st February 2018
- Ø Food Safety Internal auditors training ISO 22000;2005 (Course , assessment and examination) by Kentrain Limited held between 22nd – 24th November 2017
- Ø In house workshop on supervisory skills development for Kenya Nut company by Federation of Kenya Employers held between 30th- 31st March 2017
- Ø FSSC 22000 course in prerequisite programs on Food safety (ISO/TS 22002-1), HACCP in practice, Food Safety Management systems (ISO 22000;2005) by Mitons limited between 20th-24th October 2015

EMPLOYMENT HISTORY

Apr. 2019 – Present Kiambu, Kenya	Assistant Manager Quality, Sameer Group-Sasini Fruits and Nuts EPZ Kenya Limited <ul style="list-style-type: none">Ø Devising and establishing a company's quality procedures, standards and specifications;Ø Developing and reviewing the Quality management system (Quality manual, HACCP Manual)Ø Adherence to audit standards, technical compliance and customer specifications.Ø Reviewing customer requirements and making sure they are met;Ø Working with field manager to establish quality requirements from external suppliersØ Setting standards for quality as well as health and safetyØ Setting up and maintaining controls and documentation proceduresØ Making sure that manufacturing or production processes meet international and national standards;Ø Defining quality procedures in conjunction with operating staff
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- Ø Handling customer service (Key quality parameters)
- Ø Recording, analyzing and distributing statistical information

Nov. 2018 – Apr. 2019
Thika, Kenya

Assistant Manager Production, Kenya Nut Company Limited

- Ø Spearheading implementation and sustenance of ISO 22000; 2005 (Food Safety) and ISO 9001; 2015 (QMS) in the department through quality circles with the department staff as well as sustenance committees.
- Ø Ensure targets are met as far as macadamia processing is concerned, adjusting schedules as required and coordinating nuts curing, cracking , kernel sorting as well as packing and dispatch of finished material to warehouse
- Ø Complete processing plans by scheduling, assigning personnel, establishing priorities, monitoring progress and revising schedules, reporting results on processing summaries
- Ø Ensuring good quality raw material is procured by advising the field operations department on quality issues. Always be guided by company and set standards.
- Ø Ensure maintenance of high standards of hygiene in processing as provided for in our Food Safety program. Ensure adherence to good manufacturing practices (GMPs) always.
- Ø Collaboration with the other teams in processing, spearhead the implementation of all company policies, the strategic plan in all matters relating to Macadamia nuts as contained in KNC SP; 2018-2020.
- Ø Prepare processing monthly reports and forward to the Factory Manager monthly by the 5th day of every month.
- Ø Providing processing information by compiling, sorting, and analyzing production performance records and data.
- Ø Creating and revising systems and procedures by analyzing operating practices, record-keeping systems, and budgetary and personnel requirements.
- Ø Maintaining safe and clean work environment by educating and directing personnel on the use of all control points, equipment, and resources.
- Ø Maintaining work flow by monitoring steps of the process; setting processing variables; observing control points and equipment; monitoring personnel and resources.
- Ø Maintain a training tracker for all personnel in the department and ensure adherence on all stipulated training topics
- Ø Coordinate with the quality assurance department on material sampling, personnel and equipments swabs analysis

Sep. 2016 – Nov. 2018
Thika, Kenya

Production Management Trainee, Kenya Nut Company Limited

- Ø Creation and revision of procedures and systems by analyzing the current operation practice, records, controls and personnel requirements
- Ø Ensure safe and clean work environment by educating and directing personnel on established health and safety procedures
- Ø Liaise with the engineering team for repairs and attendance of machines and equipments
- Ø Ensure proper record keeping with regards to creation and updating
- Ø Follow up on packaging material stocks and other processing inputs, keep a stocks tracker and raise of necessary purchase requests
- Ø Maintain in good order processing machineries, and other related assets, research on upgrading current ones, advice on acquisition of others as business grows. Any machine/equipment breakdown must be communicated to the Factory Manager
- Ø Completing production plan by scheduling and assigning personnel; establishing priorities; reporting results of the processing flow on shift production summaries.
- Ø Maintaining safe and clean work environment by educating and directing personnel on the use of all control points, equipment, and resources.
- Ø Maintaining work flow by monitoring steps of the process; setting processing variables; observing control points and equipment; monitoring personnel and resources.
- Ø Plan and coordinate operation shifts (Cracking, sorting , packing and oils pressing) when necessary

LANGUAGES

English	Fluent	Swahili	Fluent
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SKILLS

Supplier evaluation	Experienced	Quality Assurance	Expert
Food Hygiene	Expert	Quality Management systems	Expert
Team work	Expert	Food Processing	Experienced
Excellent communication writting and reporting	Experienced	Food Safety	Expert
People Management and supervision	Experienced		

REFERENCES

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