
PETER AYOKI DWERO
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Personal Details:

- Date of Birth: 15th July 1978
- Marital Status: Married

Education and Professional Qualifications:

- Diploma in Analytical Chemistry (KNEC) – **Kenya Polytechnic University Collage 1999 - 2001.**
- Kenya Certificate of Secondary Education (KNEC) - **Ngere High School, 1994 - 1997.**
- Kenya Certificate of Primary Education (KNEC) - **Ochok Primary School, 1986 - 1993.**

Career Profile:

- Am a highly efficient, methodical and talented Quality Assurance Manager who has considerable experience of developing and implementing effective quality control processes and structures in a manufacturing and corporate environment.
- Possessing a good understanding of the essentials of safety and quality.
- Strong customer service experience, and a background of achievement in supporting all levels of management & working to set schedules and deadlines.
- As a leader I have proven ability in creating value and excellence, ensuring sustained growth and operating profits, growing talent and team, internal and external stakeholder collaboration, and leading to win with the highest level of integrity.

Trainings & Workshops Attended:

Awards	Year	Institutions
Food Safety Management System ISO 22000-2018.	2020	KEBS.
Quality Management System ISO 9001-2015.	2020	KEBS.
Navision System	2014	Salim Wazaran Kenya Comp. Ltd
Operational Excellence (Strategic Need and practical Solutions.	2010 - 2011	Coca - cola SABCO.
Basic Production Management.	2010	Coca - cola SABCO.

PROFESSIONAL EXPERIENCE

Quality Assurance Manager.

Indomie (Salim Wazaran) Company Kenya Ltd - November 2013 – Date.

Duties & Responsibilities:

- Developing all departmental Standard Operating Procedures, work Instructions, process forms, records and company policies.
- Set up and control on-line production processes (CCPs) quality checks. Follow up to ensure that all the checks are conducted as appropriate.
- Eliminate production wastes through **Operational Excellence (OE), KAIZEN and Lean Six Sigma** practises.
- Facilitating the certification of **Food Safety Management System ISO 22000:2018, Quality Management Systems ISO 9001-2015 and HCCP.**
- Issue Non-Conforming Reports (NCRs) for products that fail to meet the established quality levels and ensure that the root cause of the problem is identified in time.
- Periodically organize for the **Laboratory Products Proficiency Program** tests for Indomie instant noodles within the 10 laboratories within the franchise to ensure appropriate standards are sustained.
- Manage the total packaging development as well as quality assurance process.
- Preparing and presenting annual budget (Capital and revenue) and operating plans.
- Ensure all financial and non- financial report are met on timely basis.
- Ensuring that all raw and packing materials supplies are tested and approved before they are received.
- Achieves quality assurance operational objectives by contributing information and analysis to strategic plans and reviews, preparing and completing action plans, implementing production, productivity, quality, and customer-service standards, identifying and resolving problems, completing audits, determining system improvements, implementing change.
- Oversee production planning and quality results. Control inventory, optimizing machine utilization and manpower planning.
- Conduct internal audits of all processes to ensure that they adhere to company policies and procedures.
- Organizing refresher training on Food Safety Management System, QMS/HACCP and Good Manufacturing practices to meet the standards.
- Track and push for the full implementation of all corrective & preventive actions that result from internal process audits.
- Use **SPC** tool to analyze the data and provide insights for quality improvement.
- Follow up to ensure that all Goods in & Goods Out inspections are performed as per procedure.

- Inspect and release the outgoing finished goods and handles customer complaints accordingly.
- Design audits of facilities and equipment maintenance schedules to ensure compliance.
- Determining training needs and objectives of employees to maximise profitability.
- Maintain and track adherence to the Quality Assurance audits calendar.
- Control all the laboratory inventory.

ACHIEVEMENTS.

Facilitated the certification of:

- Diamond Mark of Quality,
- Standardization Mark of Quality (KEBS),
- HALAL Certification for the locally manufactured INDOMIE products,
- Effluent discharge license with NEMA.
- Steam boiler license with NEMA.
- GMP Certificate.

Quality Assurance Manager.

Milly Glass Works LTD - March 2012 - November 2013.

Duties & Responsibilities:

- Organize and manage the daily workflow in the laboratory, develop weekly work plans and ensure that tasks are performed efficiently according to quality and safety standards
- Devising and establishing company's quality procedures, standards and specifications.
- Reviewing customers' requirements and ensuring that they are met.
- Evaluate and complete performance appraisals, promote the continuing professional development of staff and oversee the training of new staff
- Setting standards for product quality in receiving of raw materials, batch mixing, furnace, glass blowing and ACL (applied Ceramic Labeling).
- Making sure that manufacturing or production process meet international and national standards.
- Ensure laboratory is kept in good tidy order and equipment is well functioning by certifying instrument performance as well as arranging for equipment replacement, service, and repair.
- Advice on changes and their implementation and provide trainings, tools and techniques to enables others to achieve quality.
- Maintain laboratory equipment performance by establishing quality standards; developing operations, quality, and troubleshooting procedures as well as preventive monitoring schedules.
- Advise on waste management and Operational Excellence applications.
- Ensure that goods dispatched for sale are of good quality, meet our packaging integrity and quality standards and COAs' are generated for the same.
- Maintain laboratory supplies inventory by checking stock to determine inventory level, anticipating needed supplies, placing and expediting orders for supplies.

- Organizing refresher training on Food Safety Management System as per the HACCP and Good Manufacturing practices to meet Customers' explicit and implicit requirements.
- Establishing and monitoring effective health and Safety standards in the Production process especially during the change-over of products, hence, effective sterilization and cleaning of product line.
- Implementation of company approved food safety management systems as per the ISO systems (9001, 14001, FSSC22000), and OHSAS 18001.
- Participate in the production planning and people management

Manufacturing team Leader.

Coca-Cola Bottlers of Nairobi – Jan 2010 – Feb 2012.

Duties & Responsibilities:

- Co-ordinate and drive activities of production and internal logistics teams leading to plant de-bottle necking to ensure continuous improvement in performance, output and reliability.
- Ensure machines are in proper conditions to achieve optimum reliability and efficiency and maximize assets benefits.
- Participate in the production planning and people management.
- Liaising with Quality assurance and technical team to look into root causes of non-conformances and coming up with effective corrective actions, implementing those actions and following up to ensure non-recurrence of the same incident.
- Produce to plan through the production team.
- Implement and monitor procedures, systems and work- instructions to ensure the safe handling of chemicals safety of process and the health and safety of all people on site.
- Stock Control – FIFO process to be adhered to during the issuing process
- Manage the stock taking and reconciliation process with regard to Financial Controller and Risk Manager
- Infrastructure – Ensure forklifts, pallet truck and other equipment are used in a responsible manner
- Ensure proper housekeeping of the warehouse and production areas on an ongoing basis.
- Ensure sustenance of certification to ISO 9001, ISO 14001, FSSC 22000, PAS 220 and OHSAS 18001 requirements and implementation of the associated QMS/EMS/OHS standards to manifest in business improvements.
- Provide input into all incidents, recommend corrective actions that address root causes, ensure effective close out of actions and analyze incident trends. Identify lessons from Measure and support the achievement of the behavioral safety road map milestones.
- Ensure a safe and secure environment is created and maintained with commitment to sustaining safety, health, environment and quality objectives.

- Conduct risk reviews and ensure identified risks are included in the SHEQ management plans. Follow up on the implementation actions for completion and effectiveness.
- Carry out risk assessment for all equipment related to environmental pollutions and formulate corrective action immediately.
- Organizing refresher training on Food Safety Management System, QMS/HACCP and Good Manufacturing practices to meet the standards.
- Establishing and monitoring effective health and Safety standards in the Production process especially during the change-over of products, hence, effective sterilization and cleaning of product line.

Quality Controller: Dec 2006- Dec 2009

Responsibilities:

- Conduct risk assessment for the laboratory and ensure that local Environmental, Health and Safety requirements are fulfilled.
- Conduct regular EHS Audits and ensure staff compliance with Health and Safety regulations.
- Develop and implement work instructions, laboratory manuals, quality control measures and health and safety guidelines.
- Performed accurate, efficient and timely testing of water, raw materials, finished products and Process Capability studies in accordance with approved procedures.
- Carry out internal calibration of laboratory equipment and preparation/standardization of laboratory reagents.
- Maintained performance and servicing records for the analytical equipment as well as co-ordinate service and maintenance.
- Executed production plan by compounding syrup of the highest quality according to plan for bottling
- Maintained material safety data sheet.
- Conducted safety audits and recommended appropriate corrective and preventive actions.
- Actively involved in monitoring housekeeping, cleaning and sanitation of syrup tanks, transfer lines, manufacturing area and dissolver station.

Quality Controller.

KAPA Oil Refineries Ltd - Jan 2003 – Nov 2006.

Duties & Responsibilities:

- Constant In-process monitoring of product fill height, presence of impurities, legibility and correctness of date code characters and implementing corrective action in case of non-conformity in the packing lines of oils and fats.
- Qualitative and Quantitative chemical analysis of raw materials, intermediate products and finished products of crude oils using Lovibond tintometer, U.V Spectrometer, Karl Fischer Titrator, and Soxhlet extractor

- Preparation and standardization of analytical and volumetric solutions for chemical analysis such as Free Fatty Acids, Total Fatty Matter.
- Calibration and validation of instruments to determine their accuracy.
- Formulate standard operating procedures (S.O.Ps) for all laboratory equipment and work procedures.
- Directing and coordinating Quality Assurance Programs to achieve specified operational standards as per the International Standards of Quality Management System according to ISO 9001:2000.
- Organizing refreshments training on Food Safety Management System as per the HACCP and Good Manufacturing Practices to meet Customers' explicit and implicit requirements.
- Establishing and monitoring effective health and Safety standards in the Production process especially during the change-over of products, hence, effective sterilization and cleaning of product line.

REFEREES

1. Franklin Omondi,
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