

Name : Maurine Makonjo Namasaka
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Professional Summary

A Food Technology and Quality Assurance professional who is proficient in production processes, HACCP principles, ISOs (9001:2015,22000:2018), implementation of Quality Management Systems(QMS) and quality control and assurance procedures. I am knowledgeable in product development and modification of existing products as well as running trials of the new developed product. I am passionate and seeking a role that will allow me to use my expertise to add value to an organization while advancing my career.

Career Objective

To work in a position that demands creativity and innovativeness, to build teamwork and maximize service level in the organizations by assisting them in meeting their objectives and goals.

Personal Skills and Competencies

- Self-starter with proven leadership skills and ability to work independently and under pressure alongside great interpersonal and communication skills
- High sense of creativity, can quickly learn and understand and evaluate complex information
- Team player and willingness to learn always
- Hard working, energetic & flexible, and honest
- Strong work ethic and high level of professionalism
- Detail-oriented and focused mind
- Great problem solving skills

Education and Qualifications

2016-2020 -Bachelor of Science in Food Technology and Quality Assurance; Food Quality option [graduated with second class honors (Upper Division)], Technical University of Mombasa, Kenya

2012-2015 - Kenya Certificate of Secondary Education (K.C.S.E); [B], St. Agnes Girls' High School- Shibuye

2004-2011 - Kenya Certificate of Primary Education (K.C.P.E); [312/500], Aligula Primary School

Additional Skills

2012-2015 - A holder of certificate in computer studies [B-], St. Agnes Girls' High School- Shibuye

Work Experience

Quality Assurance Officer- July 2019- September 2019- Glacier Products Ltd, Dairy land. A market leading company in ice cream production in East Africa region. Located in Nairobi, Kenya

Responsibilities

- Trained on supervising and ensuring quality control in the receiving of raw materials, throughout production process, packaging (Using the correct Standard Operating Procedures-SOPs and Good Manufacturing Practices-GMPs) and dispatching of finished products using FIFO(First In First Out) method
- Collecting product samples (retain sample and sample for analysis) to ensure the quality of every product meets the set specifications according to ISO standards by using the authorized organoleptic tests and laboratory tests where necessary
- Inspecting sanitation and verification of equipment and other areas before and after production
- Ensuring appropriate calibration of equipment used in production are done in a timely manner
- Conducting internal and external audits(department wise),trained on possible occupational hazards that might arise during production or manufacturing and their safety precautions i.e. corrective and correction actions
- Ensuring HACCAPs principles are being adhered to
- Performing any other work as assigned by the Management, Quality Control Officers, Quality Assurance Officers and other team members that meets quality assurance standards

Professional skills

- Developed skills on ice cream manufacturing, cooling, packaging & storage conditions, milk processing (pasteurization & sterilization), yoghurt processing, chocolate processing and sauce production
- Milk and ice cream analysis
- Quality control and quality assurance procedures
- Performing internal and external audits
- Safety and health measures
- Implementing Food Safety Management system-FSMS and Quality Management System-QMS

Monitor - December 2020- Lymphatic Filariasis (LF); Remit Action Kenya-
Neglected tropical diseases support center.

Responsibilities

- Data collection from field experiments, analyzing and recording it accordingly using ODK application
- Writing and editing detailed research reports from the data collected
- Help in preparing surveys
- Monitoring Community Drug Distributors (CDDs) training and Mass Drug Administration.
- Performing any other duties assigned by the supervisor.

Professional skills

- Developed skills on accurate data collection, analyzing and recording it accordingly
- Writing a detailed research report
- Preparation of surveys

Presiding officer- 9 March to 20 March, 2021 in 2021 Machakos by-elections,
Deputy presiding officer- 9 May to 20 May, 2021 in 2021 Juja by-elections with
Independence Electoral Boundaries & Commission.

Responsibilities

- In charge of the polling station
- Conducting the polling processes

Hobbies and Extra Curricular Activities

Wide reading, outdoor activities and participating in games i.e. Handball

Leadership

Head Student- 2014 and 2015; St. Agnes Girls' High School- Shibuye

Referees

Please feel free to contact the under mentioned regarding my competence, performance and or any other aspect with respect to me

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