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|  | **JOHNBOSCO M.MUTHAMA**  **P.O BOX 137-90103**  **WAMUNYU**  **0720 775 633**  **johnbmuthama@gmail.com** |

Johnbosco Muthama

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| Gender  Date of Birth  Nationality  Marital Status  Language  Career Objective | | Male  12th December,1983  Kenyan  Married  English and Kiswahili(well spoken and written)    To be responsible for planning, leading, organizing and monitoring of factory processes and products, ensuring compliance to quality and legal requirements with optimal returns for the organization which explores my potential as it realizes its ambitious growth plan. | | |
| Education | | 2013 – 2016, UNIVERSITY OF NAIROBI-Main campus  **Masters in Project Planning and Management**  2003 – 2007, EGERTON UNIVERSITY-Njoro campus  **BSc. Food Science and Technology** 2nd Class Honors (Upper Division)  2006, EGERTON UNIVERSITY ,P.o box 576,Njoro  **Computer packages.**  1998-2001,KATHIANI HIGH SCHOOL P.o. Box 35 Kathiani.  **K.C.S.E** (B+)  1990-1997,NDEINI PRIMARY SCHOOL. P.o box 137 Wamunyu  K.C.P.E-478 Marks | | |
| Professional  Trainings. | | * 27th Nov-1st December 2017**-Quality Assurance in Laboratory testing-KEBS** * 19th-20th March 2015**- HACCP internal auditor course- SGS** Kenya limited system and services certification. * 18th March 2015**-HACCP Awareness- SGS** Kenya limited system and services certification. * 18th -22nd December 2013**-Quality Assurance in Laboratory testing-KEBS** * 14th -16th October 2013**-Internal food safety auditing course(ISO 17025)-KEBS** * 5th -6th December 2011**-Disaster preparedness and management-Kenya Red cross** * 15th -18th November 2011**-Total Productive Maintenance (TPM)-Kaizen Institute** * 11th -14th October 2011**-Total Flow Management (TFM)-Kaizen Institute** * 13th -16th September 2011**-Kaizen basics-Kaizen Institute** * 10th -11th August 2011-**ISO 9001:2008** Internal auditor course**- SGS** Kenya limited system and services certification. * 1st -2nd August 2011**-HACCP internal auditor course- SGS** Kenya limited system and services certification. * 19th -22nd July 2011-**Basic Occupational Safety and Health**-Ministry of labour Directorate of occupational safety and Health services. * 10th -13th February 2010-**Trained on KAIZEN basics by KAIZEN consultant**-Unga Ltd. * 22nd -23rd December 2009**-** **food safety internal auditor course** -**SGS** Kenya limited system and services certification * 9th -13th November 2009-**Wheat and Maize grading course**-**KARI/KEBS-NJORO** * 26th August 2008 **BRC** –**global standard for food safety** –**SGS** Kenya limited system and services certification * First aid training at work-St. John’s Ambulance. | | |
| Working Experience  (11 Years) | | **August 2014- Up to date: Capwell Industries Limited, P. o Box 746-01000 Thika**  Maize milling, Rice milling, Pulses cleaning/packing and Composite flour milling Industry*.(Brands:-Soko maize meal, Pendana maize meal, Pearl rice, Ranee rice, Pearl Pulses and Best cook)*  **5Years**  **Quality Assurance Manager.**  **Job purpose.**  Implementing Food Safety Quality Management System (HACCP SANS 10330:2007) and leading operations team in management of product quality and ensuring Food Safety across the product portfolio manufactured as well as building quality culture.  Key result areas:   * Sitting in for Head of Production during his absence. * Spearheaded Capwell in achievement of Food Safety Management System HACCP SANS 10330:2007-Certified by Kenya Bureau of Standards (KEBS). * Planned and organized laboratory schedules as per production plans. * Reviewed Quality performance reports from all five plants. * Designed and equipped a new food processing laboratory for Capwell. * Interacting effectively with Kenya Bureau of Standards and other Regulatory bodies to ensure products and company compliance with legal requirements. * Developed system standards operating procedures and implemented them effectively. * Created company specifications for all their raw materials, packaging materials and finished products. * Provision of food safety risk assessment information, new technology information, and risk management strategies. * Conducting quality training programs to all employees with emphasis on continual improvement through identification and analysis of customer complaints and requirements. * Planning and controlling QA costs and resources versus the budget * Holding regular meetings with the directors to discuss quality improvements and oversee their implementation. * Carrying out process audits to ensure compliance with applicable Standard Operating Procedures and performing gap analysis with corrective actions. * Created performance management system for QA department offering leadership. * Implemented procedures for receiving of market returns and disposal of the damaged products * Provision of technical support for Capwell new product development. * Ensured compliance of QA operations as per the company policy and statutory requirements. * Leading in 5S (KAIZEN) innovations and Continual improvement.   **31st March 2013- August 2014: Unga Holding-Unga Limited,** P.O Box 30386-00100 Nairobi. Food processing and testing laboratory *(Brands:-Jogoo Sifted flour, Hostess sifted flour, EXE wheat flour and FUGO feeds)*  **1Year 4Months**  Laboratory coordinator.  **Job purpose**  Implementing ISO 17025 and ensuring internal and external samples are analyzed within the scope of operation in our Laboratory and external laboratories for the company’s benchmarking.  Key result areas:   * Successfully Implemented ISO 17025 and ISO 9001:2008 for the Unga laboratory. * Ensured all facilities are in compliance with ISO 17025 through scheduled maintenance and calibrations. * Interacted effectively with KEBS for analysis of Unga ltd products awarding them S-Mark and Diamond mark * Organized for Food Safety Audits with SGS and KEBS for Unga ltd and Unga Farm care * Procurement of Laboratory consumables and controlling their usage. * Trained Laboratory analysts to ensure precise and accurate results and documentation leading to accreditation of all our test parameters by KENAS. * Coordinated internal audits of the laboratory in accordance to the requirements of the management system ensuring sustenance of the Quality Management systems. * Implemented good laboratory practices by providing instructions and training as needed, developed work plans and procedures cost effectively. * Coordinated laboratory activities and quality assurance issues for the Unga sites. * Represented Quality Assurance Manager in top management meeting.   **6th October 2009-31st March 2013: Unga Holding-Unga Farm Care E.A,** P.o Box 41788-00200 Nairobi.  Animal feeds manufacturing industry*.(Brands:-FUGO animal feeds)*  **3Years 5Months**  **Quality assurance supervisor/Total Quality Management Pillar head.**  **Job purpose**  Facilitated implementation of Quality Management Systems: HACCP and ISO 22000:2005 and ensured the company set targets were achieved and adherence to the set specifications/standards including full implementation of GMP, SHE, KAIZEN/LEAN, and TQM projects at the feed mill.  **Key results areas**   * Established, implemented and maintained Quality Management Systems (QMS) and ISO 22000:2005/HACCP standard requirements throughout the organization. * Established company manufacturing specification and standard operating procedures for quality control and new product development * Conducted gap analysis to all customer complaints using why why analysis tool for continual improvements * Developed and executed training programs on food quality and safety for all employees * Generated Daily, Weekly and Monthly quality reports which helped the management in making critical decisions * Maintained systems that ensured conformance of finished product to statutory, local regulatory requirements and company product specifications as well as identified improvements to the existing Quality and food safety system by updating the systems accordingly. * As a Food safety team leader, managed the food safety team and internal audit teams by organizing their work according to ISO 22000 standard listed roles as well as coordinated external audit activities for our suppliers. * Team leader in Gemba Kaizen Workshop (GKW) for flow management and Total quality management. * Conducted training and education to the food safety team members, internal audit team and all associates on relevant Quality Management System procedures in line with training schedule to ensure factory conformance. * Ensured that Good Hygiene/Manufacturing Practice (GMP/GDP) are implemented at the site and extended to visitors and contractors with proper monitoring for continual improvement through training and supervision * Ensured the new mill installations underwent Good Hygiene Practices and Food safety clearance before it was commissioned for production. * Implemented Kaizen/Lean manufacturing initiatives & projects * Provided leadership, performance, coaching and career guidance to reportees   **Scope for impact**  Identification and implementation of improvement project to generate revenue for the company while improving productivity.  **22nd August 2008 – 2nd October 2009:** Value Pak Foods Ltd, P.o. Box 42828-00100 Nairobi. Vegetable canning and processing industry.  **HACCP/BRC&IFS Systems Internal auditor.**  **2Years**  **1st June 2008 – 2nd October 2009:** Value Pak Foods Ltd, P.O. Box 42828-00100 Nairobi.  **Quality control supervisor/production assistant.**  **3rd October 2007- 1st June 2008**: Value Pak Foods Ltd, P.o. Box 42828-00100 Nairobi  French bean canning industry.  **Hygiene and Housekeeping Supervisor.**  **Job purpose**  To improve the hygiene standards of the company to the requirements of BRC and overseeing Quality Control checks throughout the production process**.**  **Key results areas**   * Ensuring implementation of **HACCP principles, BRC** and **IFS**-Global standards for food safety. * Overseeing Quality at raw material reception, Snipping, Inspection, Blanching, Packing, Hot filling, Sterilization, Main lab, Ware housing and dispatch. * On-line quality control checks on product specifications and ensuring product conform to customer specifications. * Provision of feedback on Quality problems and solutions to improve quality to quality controllers (QC’s) and production team. * Recording findings of quality control checks, noting deviations and effecting timely corrective actions. * Carrying out food safety audits as scheduled * Follow up and ensure that hygiene procedures and policy are always followed, * Offering first aid at work to the employees. * Conducting training for the various sectional QC’s and other personnel in the factory. * Ensuring all personnel maintain hygiene standards in the factory during production. | | |
|  | | **Other positions held.** | | |
|  | | * **Organizing Secretary** – Machakos Egerton University Students Association. * **Secretary** –Machakos- Kitui Dioceses –Egerton University Students Association. * **Treasurer** - Machakos Egerton University Students Association. * **Hunger walk**-Nauru town. * **Liturgical dancer**-Egerton university St. Augustine’s chaplaincy. * **Outstanding dancer**- Egerton university- university drama. * **Administration** –Assistant House Captain, Kathiani high school. | | |
| Academic  Awards.  On-job training  Management  & Leadership  Skills | | | * **19th may 2001**-Kathiani High School-Certificate in science congress at district level in Agriculture Exhibit. * **19th may 2001**-Kathiani High School-Certificate in science congress at district level in Home science Exhibit. * **19th may 2001**-Kathiani High School-Certificate in science congress at district level in Biology Exhibit. * Total Quality Management (TQM) training. * Supervisory Skills Training. * Statistical analysis-Minitab software. * Performance Matrix Management Tools. * Use of Baan and IPS systems. * Training Within Industry (TWI) and 6S. * 5-Why why analysis, Gap analysis, Hoshin Kanri(HK) and setting KPIs. * Presentation skills. | |
| Interests  References | | | Holding workshops to discuss emerging food safety issues and there counter measures.  Conducting team building activities for my team. | |
| 1. Mrs. Mary Mureithi   Regional Food Technologist,  Regional Bureau East and Central  Africa.  UN World Food Program (WFP)  Mobile no. 0714300087  Email:mary.mureithi@wfp.org   1. Mr. Felix Ndolo Nzioka   Production shift manager  Unilever kenya Ltd.  P.O. box 30062-01000, Nairobi  Mobile no. 0720795699  Email:ndoloks2003@yahoo.com  Felix.Nzioka@unilever.com | | | 2. Mr. Anthony Mutuku Mbithi  Kenya Commercial Bank Ltd.,  P.O. BOX 48400-00100  Nairobi  Mobile 0732202309  Email: [ambithi2@kcb.co.ke](mailto:ambithi2@kcb.co.ke)  [Anthony\_mbithi@yahoo.com](mailto:Anthony_mbithi@yahoo.com)  4. Dr. Abdul Faraj,  Lecturer-department of food science and  technology  Egerton University  P.O. Box 536-20115 Egerton  Mobile No. 0723704828  Email: ab\_faraj@hotmail.com | |
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