



JOB DESCRIPTION

June 8, 2018

WHO WE ARE:

Montebello Packaging takes great pride in being the chosen packaging supplier for all your new marketing opportunities. Montebello manufactures Aluminum Tubes and Cans, Aluminum Marker Barrels, Laminate Tubes, both Foil and All-Plastic Tubes for Pharmaceutical, Personal Care, Cosmetics, Household, Industrial and Food products.

Montebello has 60 years of tube production experience with dedicated facilities located in the United States and Canada. Our product specific Laminate and Aluminum Plants optimize in creating the highest quality tube. Montebello offers a knowledgeable sales force, flexible run sizes, in-house graphics department and responsive customer service support.

JOB TITLE: Quality Operations Technical Manager

REPORTS TO: Quality Operations Director

ACADEMIC AND PROFESSIONAL REQUIREMENTS:

- Bachelor's degree in Engineering or Science (Chemistry related is an asset)
- 5 years of experience in Manufacturing or Quality operations
- Computerized systems knowledge
- Experience with Pharmaceutical, Food / Beverage, Health Care, Cosmetic, Aerosol industries are an asset
- Experience in aluminum impact extrusion and/or polymer use (plastic injection molding, laminate web) in manufacturing of packaging, is an asset.
- Experience in Lean Manufacturing, Six Sigma is an asset

PRINCIPAL DUTIES AND RESPONSIBILITIES:

Reporting to the Q. Ops Director, the Q. Ops Technical Manager is involved with:

Regulatory requirements for businesses serviced by Montebello Packaging
Montebello Packaging Quality Systems: Procedures, Non-Conformance, Risk, Change, and CAPA Management
Product / Process Development vs capabilities and regulatory requirements
Supplier Qualification
Customer Support in regards to Montebello products
Montebello Packaging continuous improvement

ESSENTIAL TASKS:

- Acquire, document, update and sustain the regulatory knowledge base for the Pharmaceutical, Health Care, Food / Beverage, Cosmetic, Aerosol, and Industrial businesses Montebello Packaging services.
- Support the update of the Montebello Packaging Quality Systems Manual
- Manage Montebello Packaging documentation evolution (Revisions, change traceability, standardization).
- Review, evaluate, and approve Risk Assessments provided by plants and departments from within the organization.
- Manage the Change Control process: provide oversight on plant changes as well as corporate changes management.
- Assist the Director of Quality Operations in managing the CAPA process: provide oversight on plant and corporate CAPA implementation and sustainability.
- Be a key player in product and process development and specifications vs capabilities and regulatory requirements.
- Be a key player in testing associated to components, in process testing, and finished products.
- Qualify raw materials and services for Montebello Packaging
- Qualify raw materials and service suppliers, as well as and provide oversight on non-conformance based supplier CAPA, addressed by the Supply Chain department.
- Be an active member of Montebello's Management team.
- Support and contribute in plant and corporate continuous improvement projects.
- Support plant and corporate investigative work, by reviewing or issuing investigation reports.
- Any other required task assigned by the Quality Operations Director.

LOCATION: Hawkesbury, Ontario Head office.

MOBILITY: This position will require occasional traveling to the Montreal, Quebec plant as well as American based plants located in Harrisonburg, Virginia, and Lebanon, Kentucky.

SALARY: To be discussed during interview