

Roseann R. Alfonso
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A. OBJECTIVE

Senior Quality Assurance Officer for less than 5 years, having an experience in the production line and troubleshooting inline non conformances. Seeking a supervisory position to better utilize my knowledge, creativity and skills in the food production line. I am very passionate about work and have initiative, assertiveness, and self-direction. Have willingness to be trained and very eager learn new things.

B. WORK EXPERIENCE

July 29, 2014- present

CDO Foodsphere Inc.

Senior Quality Assurance Officer

Duties and Responsibilities:

- Familiarization with cGMP, HACCP and ISO 22000:2005
- Ability to perform physico-chemical testing and microbiological analysis.
- In-depth familiarity with food processes and equipment
- Great level of initiative, assertiveness and self direction
- Strong interpersonal and communication skills
- In-depth ability to use MS Excel, MS Word, XLStat, SPSS, SAP and other computer program
- Conducts quality inspection in the manufacturing line based on the set frequency and standards indicated in the quality plan, process flow, standard operating procedures, and operational pre-requisite programs.
- Ensures that specifications and standards are met and that proper corrective actions are implemented for identified deviations from the standards.
- Consistently apply standard methods of inspection to ensure that accurate and precise results are obtained.
- Conduct sensory and physic- chemical evaluation of raw materials, in-process & finished products.
- Timely accomplishment of all necessary QA verification and monitoring records.
- Monitor proper segregation and recommends disposition for non-conforming materials, in- process and/or finished products.
- Prepare daily highlight / exceptions report.
- Ensure that all necessary documents pertaining to material or product status are timely issued and with complete details and / or instructions.

- Issue non-conformance reports and ensures that recipient returns and accomplishes it on time.
- Regularly conduct work-in process (WIP) review of cold storages and report non conformances. Provide recommendation on the noted non-conformances.
- Verifies proper handling, storage and traceability of raw materials, in -process & finished products including non-conforming products. Report deviation/s from standards.
- Reports quality and food safety issues and any potential or actual emergency situation to immediate superior or authorized person.
- Conducts trouble-shooting in case of deviations and non-conformances in frozen processed meat.
- Ensures that all standards on raw materials, processes and finish products including sanitation, Good Manufacturing Practices (GMP) and Food Safety (FS) are strictly followed and implemented.
- Performs physico chemical and micro analysis of both raw material and finished goods.
- Follow food handling procedures and guidelines pertaining to food safety, sanitation and hygiene.
- Processed meat on an assembly line, maintain food handling and safety standards.
- Follow and enforce conformity to company policy and safety standards.

Feb. 04, 2014 – July 04, 2014

*Columbia International Food Products Incorporated
Quality Control/ Quality Assurance*

July 17, 2013- Jan. 30 2014

*Polland Hopia Bakery & Co.
Quality Control Officer*

Feb. 08, 2013 – Mar. 13, 2013

*Goldilocks Bakeshop Incorporated
Quality Assurance Officer – OJT*

C. SKILLS

- Familiarization with the sealing machine used in the packaging area.
- Knowledgeable in operating sealing machine used in the Meat Manufacturing company.
- Have cooking skills.
- Keeping the work area clean and maintain food safety standards including meat slicing machine, sealing machine, knives and tools.
- Provide exceptional customer service to customers in order to provide a more positive customer experience.
- Ability to do repetitive tasks quickly and accurately
- Strong awareness of food safety, hygiene and sanitation practices.
- Have good practical skills and teamwork skills.
- High level of concentration.
- Can bake bread and pastries.
- Have knowledge on different slicing machine used in the meat processing industry.
- Provide friendly customer service during interaction with customers for order and receiving purchases.
- Provide exceptional customer service to numerous customers.

D. EDUCATIONAL ATTAINMENT

Collegiate: Central Luzon State University
Science City of Muñoz, Nueva Ecija
Bachelor of Science in Food Technology
2009- 2013

E. THESIS

■ *PROCESSING OF MUSHROOM-FLAVORED RICE-MUNG (Vigna Aureus) BEAN CHIPS*

F. ORGANIZATION/ AFFILIATION/POSITIONS HELD

■ *Philippine Association of Food Technologists, Inc. (Zeta Chapter)*
Central Luzon State University
Member, S.Y. 2010-2012
Treasurer, S.Y. 2012-2013

I. PERSONAL BACKGROUND

■ **Full Name:** Roseann Ramos Alfonso
Birth date: March 21, 1993
Birth Place: San Nicolas, Gapan City Nueva Ecija
Civil status: Single
Citizenship: *Filipino*
Height: 5'3
Weight: 85 kg
Sex: *Female*
Religion: Roman Catholic

I. REFERENCES

■ **Rey B. Bien**
Manager, Quality Assurance Department
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I hereby certify that all the information written here are correct with all my knowledge.


ROSEANN R. ALFONSO
Applicant