



MEATCO

Namibia

VACANCY

QUALITY ASSURANCE TECHNICIAN

JOB GRADE: C3

LOCATION: KATIMA MULILO

Purpose of the Job

To perform all quality assurance functions with a strong focus on maintaining compliance with quality and food safety standards throughout the production process. This role includes supporting the effective implementation of Quality and Food Safety Management Systems and participating in internal and external audits by accompanying auditors during operational walkthroughs to drive compliance and continuous improvement.

Qualifications & Experience

- Diploma in Food Technology, Environmental or Natural Resource Management, or Agriculture
- Minimum of three (3) years' experience in the meat or food processing industry.
- Solid QA experience with HACCP, ISO, BRCGS, and regulatory compliance.
- Knowledge of food laws, health principles, and DVS requirements.
- Skilled in audits, inspections, and incident evaluation in the meat industry.
- Experience in supplier assessments and meeting customer quality standards.

Key Performance Areas

- Effectively manage QA staff by allocating work, assessing performance, handling grievances, and supporting professional development.
- Ensure compliance with HR policies through fair implementation of disciplinary procedures, job profiling, and staff planning.
- Oversee stock control, procurement of consumables, and ensure timely equipment maintenance to support compliance operations.
- Maintain accurate administrative records, collate laboratory test results, and communicate discrepancies for resolution.
- Liaise with external stakeholders (e.g., DVS, laboratories) to ensure timely release of production and compliance with food safety standards.
- Promote a culture of health and safety by enforcing PPE usage, reporting incidents, and ensuring corrective actions are taken.
- Provide technical advice on food safety standards and support the QA team in implementing industry best practices.
- Ensure continuous improvement through benchmarking, internal audits, housekeeping, and issuing of non-conformance reports.

Please note that only short-listed applicants will be contacted. Suitable candidates from designated groups are encouraged to apply.

Please Submit Your CV and supporting documents to:
erecruitment@meatco.com.na

CLOSING DATE

22 September 2025