

## **JOB VACANCY –FOOD SAFETY OFFICER**

- Company: Safari Valley Eco Resort
- Business Unit : Resort
- Town/City : Adukrom, Okere District
- Contract type: Fixed Term
- Job type: Full Time
- Function: Health Safety & Environment
- Reference No.: HSE-001-24
- Remote Eligible: Onsite
- Date of publication: 2024.05.09

### **ABOUT SAFARI VALLEY ECO RESORT:**

Safari Valley Eco Resort is the first luxury eco park resort located on a 250 acre land in the heart of the lush, tropical valley of the Okere district in the Eastern region of Ghana, surrounded by incredible natural beauty of exotic wildlife, exquisite flora and fauna, and an unspoiled beauty of nature. Safari Valley Eco Resort employs over 500 direct workers and we are an affirmative action, equal opportunity employer, where all qualified applicants receive equal consideration for employment without regard to race, color, religion, sex, disability, or any other protected class.

### **ROLE SUMMARY:**

Safari Valley Resort is seeking a meticulous and dedicated Food Safety Officer to ensure the highest standards of food safety and hygiene throughout our resort's dining establishments. As a Food Safety Officer, you will be responsible for implementing and monitoring food safety procedures, conducting regular inspections, and training staff members on best practices to prevent contamination and ensure compliance with local and international health regulations and standards.

### **DUTIES & RESPONSIBILITIES:**

1. Support the development of Organizational Health & Safety policies and programs
2. Conduct risk assessment and enforce preventative measures.
3. Record and investigate incidents or accidents to determine the root causes and make the needed recommendations as required.
4. Prepare reports on occurrences and provide statistical information to management
5. Ensure a safe workplace environment without risk to health.
6. Develop and implement food safety policies and procedures in accordance with local regulations and industry standards.
7. Conduct regular inspections of all food preparation and storage areas to ensure compliance with food safety standards and hygiene practices.
8. Monitor food handling procedures to prevent cross-contamination and foodborne illnesses.
9. Investigate any food safety incidents or complaints and take appropriate corrective actions.
10. Provide training to kitchen staff and other employees on proper food handling, storage, and sanitation practices.

11. Maintain accurate records of food safety inspections, incidents, and corrective actions taken.
12. Collaborate with kitchen managers and chefs to develop and implement food safety training programs.
13. Coordinate with external agencies such as FDA for food safety audits and inspections.
14. Respond promptly to any food safety emergencies or concerns.

## **QUALIFICATION**

1. Bachelor's degree in food science, nutrition, or a related field.
2. Certification in food safety.
3. Previous experience in a similar role, preferably in the hospitality industry.
4. Strong knowledge of food safety regulations and best practices.
5. Excellent communication and interpersonal skills.
6. Attention to detail and ability to work independently.
7. Ability to multitask and prioritize tasks effectively.
8. Flexibility to work evenings, weekends, and holidays as needed.
9. Must have experience supervising an ISO 22000 (2005) Food Safety Management Audit.

## **APPLICATION INSTRUCTIONS:**

All interested applicants should send their CV, certificates and cover letter to the address below:

**The HR Manager**

**Safari Valley Eco Resort**

**Adukrom, Okere District**

**Email Address:** [safarivalleyhr@gmail.com](mailto:safarivalleyhr@gmail.com)

**NB:** *Please use "Food Safety Officer" in the Subject Line when applying via email.*

Deadline for Submission: **24<sup>th</sup> May, 2024.**