

JOB SUMMARY: The Food Safety and Quality (FSQ) Authorized Officer reports to the FSQ Director and will be required to perform certain specified functions of a Food Inspector. The successful candidate shall have strong communication, written and organizational skills to ensure that the inspection of food businesses is done in a transparent and efficient manner.

DUTIES AND RESPONSIBILITIES (other duties may apply):

1. Upon presentation of an identification badge, enter any place where there is reason to believe that food is produced, manufactured, preserved, prepared, packaged, stored, sold, transported, imported or exported and may:
 - examine any such food and take samples thereof for testing, and examine or package and submit for testing anything which the AO has reason to believe is used or is capable of being used in such foods;
 - enter or examine any vehicle that is believed on reasonable grounds, to be used to carry food that contravenes the Food Safety and Quality Act and examine any such food found therein and take samples thereof for testing;
 - stop and search any vehicle in which food is being or is reasonably suspected of being handled or stored or in which any other activity in connection with food is being, or is suspected of being carried out;
 - open and examine any receptacle or package that the AO believes on reasonable grounds contains any food;
 - take photographs and conduct videotaping of the food business, including of any records requested during an inspection;
 - in the prescribed manner, examine and take samples to test or analyze any food, substance or other thing;
 - read any measuring instruments installed on site premises or use any other means necessary to record data generated in that business;
 - determine whether any of the provisions of this Act are being violated;
 - ensure that proper food safety measures are being carried out;
 - examine and inspect food handlers and other personnel employed therein;
 - inspect any operation or process carried out on such premises.
2. Where it appears to an AO that the food at a food business is unfit for human consumption and that the food is harmful or is likely to cause harm to human health, the AO shall:
 - order the operator to remove the food for a specified period in order to take samples of the food for analysis; and
 - if the operator fails to do so, the AO shall take samples of the food for analysis.
3. The AO shall immediately notify the Director where action is taken in (2) in instances where it appears that any food is likely to harm or cause harm to human health.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:

- Knowledge of food safety systems (e.g., HACCP, ServSafe, GHP, GAP, GMP);
- Possess basic office and computer skills in Microsoft Word, Excel and PowerPoint;
- Be able to work independently and interact professionally when engaging food operators and their staff;
- Communicate effectively when completing inspection reports, providing findings and recommendations;
- Have good time management skills and be able to meet deadlines;
- Attention to detail to ensure the FSQ Act and Regulations are met during inspections or investigations.
- Be a team player and work effectively and supportively with others;

QUALIFICATIONS:

- A Bachelor of Science Degree preferably in Food Science, Food Technology, Food safety, Environmental Health, Food Safety & Quality Management, etc.);
- An equivalent combination of training and experience of at least 2 years indicating possession of the preceding knowledge, skills and abilities.
- Public officers are not eligible to become an Authorized Officer.

STIPEND:

- *Note that this is not a full-time post;*
- *Candidates will receive a monthly stipend.*

DEADLINE FOR SUBMISSIONS: March 26, 2021

INTERESTED APPLICANTS SHOULD SEND THE FOLLOWING TO THE HUMAN RESOURCES DEPARTMENT VIA EMAIL: bahfsa@bahamas.gov.bs Attention: Human Resources

- A cover letter of interest highlighting work experience and accomplishments;
- Current Curriculum Vitae or Resume;
- Copies of Relevant Qualifications and Certificates.