

# Pankaj Roy

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## PERSONAL STATEMENT

Organized, motivated, and Food Technology graduate employee with 5+ years of experience in the Quality Department of different Food Industries. Having knowledge and experience in implementing a quality system for FSSC, BRC, IFS, HALAL and customer requirements, vendor audits and development, internal audits, complaint handling, provide training and HACCP or Food Safety plan with leadership and management skills.

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## QUALIFICATIONS

- **Maulana Abul Kalam Azad University of Technology (Haldia Institute of Technology-Haldia), West Bengal- India**  
Bachelor of Technology in Food Technology, 2011-2015, 7.15/10
- **Kendriya Vidyalaya No. 2 (CBSE), Binnaguri Cantt, West Bengal-India**  
Higher Secondary in Science, 2010-2011; 57.8%
- **Kendriya Vidyalaya No. 2(CBSE), Binnaguri Cantt, West Bengal-India**  
Secondary School Certificate, 2008-2009; 69.4%

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## WORK HISTORY

### RAMDEV FOOD PRODUCTS PVT. LTD., FOOD WORLD (SNACKS)

Website:

<https://www.ramdev.co.in/ramdev-snacks/>

AHMADABAD, GUJARAT-INDIA

June'2018 - Present Date

### Sr. Executive QA/QC

- Working as a team leader (team of ten people).
- Provide training on food safety, personal hygiene, good manufacturing practices to the workforce, etc.
- Recruitment and supervise of a new team member. Shift scheduling, provide work responsibilities to team members, and evaluate their work for continuous improvement.
- Reporting (weekly and monthly) updates related to the quality system to General Manager, Vice President, and Director.
- Implementing and maintain documentation related to the quality management system.
- Customer complaint handling and Root cause analysis.
- Developing product specifications for all the raw materials and finished good.
- Conduct real-time shelf-analysis of finished products.
- Making sure that the quality standards are clearly set up and are communicated within the company.
- Monitoring all reports from receiving raw material to before dispatching of finished products and prepare non-conforming report for out of specification goods.
- Conduct and follow-up monthly hygiene audit , internal audit as per GFSI audit requirements.
- Making sure that the products are manufactured according to the legal and customer requirements.
- Schedule supplier audits and approval of supplier for critical raw materials.

### HIMALAYA FOOD INTERNATIONAL LIMITED

Website:

<https://himalayafoodcompany.com/>

VADNAGAR, GUJARAT-INDIA

Oct'2015-May'2018

### Sr. Quality Assurance Executive

- Implementing documents related to FSSC 22000:2005 V4.1 and customer requirements.
- Preparing process flow diagram of new products and online verification of that process.
- Conduct weekly and monthly audits related to good hygiene practices and good manufacturing practices.
- Evaluate suppliers as per there received materials.

Quality Trainee: 10/2015-04/2016  
Quality Control Executive: 05/2016- 04/2017  
Sr. Quality Assurance Executive: 05/2017-05/2018

- Review outsourced processes such as pest control service, external lab testing as per legal and customer requirements.
- Schedule internal audit and follow up audit as per customer and external audit requirements.
- Provide training and evaluation.
- Review all rejections materials and confirming the nonconformity and determine the disposition of nonconforming materials
- Prepare certification of analysis (COA) for the customer.
- New product development as per customer specification and maintain records.
- Confirm finished products for packing.
- Checking export refrigerated vehicle before loading and maintain records.
- Reporting to Quality Manager and Vice Pricedent.

### **Keventer Agro Ltd.**

Website:

<https://www.keventer.com/>

07/2015-09/2015

### **Graduate Engineer Trainee**

- Temperature monitoring of incoming raw material and BRC (Banana ripening chamber)after every hour.
- Take order and keeping a record of dispatch.
- Monitoring ripening process in BRC(Banana ripening chamber)- use ethylene gas for ripening.
- Supervise sorting of banana.
- Labor handling- approx 6.
- Hygiene monitoring of plant.

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## **TECHNICAL SKILLS**

- Audit (Internal and External- Supplier), Food Safety Plan- HACCP Plan, Product Safety, ISO 9001(QMS), ISO 14001(EMS), ISO 45001(OHSM). ISO 22000(FSM), BRC, IFS.
- Good Manufacturing practices (GMP), Good Personnel Hygiene, Sanitation, Quality Assurance, Quality Management, Complaint Handling (CAPA), Risk Assessment,
- Proficient in Basic Computer applications viz. MS-DOC, MS Office tools (Word, Excel, PowerPoint)
- Internet Proficient
- Experience in Documentation and Record control.
- Basic knowledge to work in ERP system

## **PERSONAL SKILLS**

### **Management**

- Three years' successful experience as senior executive (Team leader) at food industries in Quality Department. Team Management and Leadership.
- Hired and training of staff.
- Manpower planning and supervised staff (conduct proficiency test of staff)
- Motivated department staff to achieve goal before time limit

### **Travelling**

- Visiting suppliers for Audit or regular visit
- Visit new places with friends in my leisure time

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## **CERTIFICATE AND TRAINING UNDERTAKEN**

**Certified BRCGS Professional by BRCGS (Certificate Number: IrNOGibUgg on 09/10/2020)**

**Successfully completed BRCGS Food Safety Issue 8 Lead Auditor Course by BRCGS**

**Successfully completed BRCGS HACCP Course by BRCGS**

**Successfully completed BRCGS Variability Assessment for Food Fraud Course by BRCGS**

**Successfully completed BRCGS Risk Assessment Course by BRCGS**

**Successfully completed BRCGS Root Cause Analysis Course by BRCGS**

**Successfully completed BRCGS Validation & Verification Course by BRCGS**

**Successfully completed HALAL Lead Auditor Course by HALAL INDIA (Halal Lead Auditor No : HLA3608033)**

**Successfully completed FSSC 22000 Lead Auditor Course by IRCA**

**Successfully completed FSPCA PCQI- Human Food course by FSPCA (certificate #bc25067f on 07/19/2020)**

**Successfully completed FSPCA Food Defense Awareness course by FSPCA (on 09/10/2020)**

<b>Emami Biotech Limited</b>	Training Nature: In-Plant Training Location: Edible Oil Processing Plant, Haldia, W.B Duration: June 16, 2014, till July 14, 2014
<b>Himachal Pradesh Horticultural Product Marketing and Processing Corporation(HPMC)</b>	Training Nature: In-Plant Training Location: HPMC Fruit Processing Plant, Parwanoo, Himachal Pradesh Duration: December 16, 2013 till, January 6, 2014
<b>Introduction of Food Safety Management System</b>	Training Nature: Two Day introduction training of FSMS ISO22000:2005 from <b>SGS</b> Location: Haldia Institute of technology, College campus, Haldia, West Bengal

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## **ACHIEVEMENTS**

- Participated in " FSSC 22000:2005" certification audit.
- Participated in " BRCGS Food Safety Issue 8 (- British Retail Consortium).
- Participated in " IFS Issue 6.1 - International Featured Standards.
- Participated in " US Food and Drug Administration" certification audit (Stage-1, Documentation).
- Participated in Vendor audits (Jubilant Food work and Chef Delight, Canada vendor audit etc).

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## **HOBBIES & INTERESTS**

- Running, Gardening, Pencil Drawing, Watching movies, Chatting with friends.

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## **REFEREES**

References are available on request