

**Alberta's Health Regions and Voluntary Organizations and the Health Sciences Association of Alberta (HSAA)**

This classification specification identifies representative duties and responsibilities, and is intended to assist in the determination of the appropriate classification level within each discipline. Some duties and responsibilities may overlap between class levels. The classification specification is not intended to provide an exhaustive list of all duties performed.

Classification Title: **Food Service Quality Control Analyst (Local Condition)**

Date Updated: **May 20, 2008**

**Job Summary:**

The Food Service Quality Control Analyst is responsible for the regional coordination, development, evaluation and maintenance of a quality control program for regional nutrition and food services.

***Key Responsibilities and Typical Duties:***

**Core Duties**

- Develops specifications for all ingredients used in the regional patient menus.
- Develops and adapts standard recipes for use in the cook/freeze or cook/chill production system.
- Creates and maintains recipes and general items used for the Food Service Centre and Regional Patient Menus in the CBORD computer program.
- Establishes and maintains plating, garnishing, portioning and re-thermalization guidelines.
- Coordinates and investigates quality concerns with the Food Service Center and commercially produced food products.
- Develops, interprets and provides food safety information.
- Investigates any suspected food-borne illness complaints with the assistance of the Environmental Health Officer/Public Health Inspector.

**Leadership**

- Coordinates changes to the regional menu.
- Consults with management regarding costing and budgeting.

**Decision-Making**

- Develops specifications and criteria for food product requests.
- Makes decisions regarding food safety and quality to ensure compliance with provincial and federal regulatory legislation.
- Determines the need for and obtains samples for food product evaluation purposes.

**Knowledge:**

**Education**

- Bachelors of Science Degree in Nutrition and Food Services.

**Working Conditions:**

**Physical Demands**

- Pushing and pulling of carts.
- Occasional lifting.

**Work Environment**

- Office environment and food service environment.
- Minimal time spent in temperature controlled rooms.