

CURRICULUM VITAE PRANISHA SINGH

PROFESSIONAL SUMMARY

I have established over 17yrs Quality and Occupational Health and Safety experience and within the last six years functioned within a Senior Management role. I have successfully developed Quality and food safety management systems, including implementation and sustainability of Total Quality Management systems within national and international fmcs. I have obtained extensive knowledge of multi-category food and packaging industries through auditing suppliers, co packers and sister companies. I also have a proven track record in driving employee performance, through coaching, mentoring, and training employees. In my previous employment I have initiated HACCP systems and obtained A rating for FSA audits. In my current employment I have successfully implemented and sustained FSSC 22000 certification.

CORE SKILLS & EXPERTISE

<p>Root cause analysis investigation technique – competent (2005) ISO 9001/2000 training completed (2005) Trained as an assessor (2004) Unilever HACCP training (2004) Unilever manufacturing design (2006) Unilever quality auditing course (2006) QMS Best Practice course (2006) ITIS (coach the learner course) – NOSA (2006) Quality management Pillar – TPM In-House (2007) Safe Travel Training – Corporate SHE Unilever (2007)</p>	<p>IEMA auditor qualification (2008) ISO 19011 auditor qualification (2008) GMP & HACCP (2009) – Qashene CPA workshop (2010) – MassMart SANAS 10049(2011) – Anelich Allergen management (2011) – Von Holy Consulting ISO 22000 (2011) – Linda Jackson and Associates Allergen Management (2012) – FACTS FSSC 22000 (2015) - Entecom</p>
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KEY PROJECTS SUCCESSFULLY COMPLETED

PROJECT	DESCRIPTION	COMPANY
Quality defects	A matrix put in place to evaluate finish product from warehouse to customer	Unilever Global
Effluent Plant	Project to manage effluent on site	Unilever Food Solutions
SHEQ	Project to combine and align Safety and Quality Management Systems	Unilever Food Solutions
Coldchain	System put in place to manage Coldchain from factory to consumer	Unilever Ola
SAPQM	Implementation of SAP QM	Unilever Global
Auditor Calibration Programme	Implementation	Unilever Global
HACCP and FSSC	Implementation	South Bakels

QMS system for Export	Implementation	South Bakels
TQMS – Total Quality Management Safety Programme	Implementation and FSSC 22000 certification	BUSA Plastics
Safety Programme	Implementation	BUSA Plastics

CORE COMPETENCIES

<p>Strong Quality, Auditing and Health & Safety knowledge and expertise Results-driven and motivated Detail orientated and analytical Strategic & Operational decision making skills Effective multi-tasker Senior Management Experience Adaptable and a quick learner</p>	<p>Highly accountable and trustworthy Excellent leadership/management skills Professional work ethic Strategic thinker Strong business acumen Excellent communication skills Well organized</p>
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PERSONAL DETAILS

Name	Pranisha Singh
ID Number	7610040163080
Drivers License	Yes, Own Transport
Nationality	South African
Demographic Profile	Indian Female
Languages	English and Afrikaans
Contact Details	0726263430 singhpranisha786@gmail.com

ACADEMIC RECORD

Qualification	Institution	Year	Subjects Passed
MATRIC EXEMPTION	Crystal Point Secondary School	1994	Mathematics Physical Science Biology English Afrikaans Home Economics
FOOD TECHNOLOGY	Natal Technikon	1997 - 1998	Quantitative Methods Microbiology 1 & 2 & 3 Food microbiology

			Food Technology 1, 2 & 3 Quality Assurance 1 & 2 Analytical Chemistry 1 Physical Science Chemistry Process Engineering 1 & 2
National Certificate TOTAL QUALITY MANAGEMENT	UNISA	2003	Introduction to Total Quality Quality Process Improvement Tool Quality and Organization Quality Auditing Compliance & Certification
National Diploma SAFETY MANAGEMENT	UNISA	2008	Language and Life Skills 1 & 2 Risk Assessment 1 Safety Principles and Practices 1 & 2 Occupational Health and safety Law 1 & 2 Personnel Function, Business management 1 & 2 End User Computing 1 Safety management 3 Financial management Occupational Health and Safety Law 3 Quantitative Techniques 1
Strategic Logistics Management	Damelin	2012	

COMPUTER PROFICIENCY

MS Excel (advanced)
MS Word (advanced)
MS Access (advanced)
MS Power Point (advanced)
MS Project
Visio
SAP QM

CAREER CHRONOLOGY

Period September 2015 to Date
Company BUSA Plastics
Current Position **Safety, Health, Environment, Quality Manager**

REPORTEES

3x Quality Inspectors

- Day to Day operations - To lead, develop and maintain factory and Sites SHEQ management programmes and systems in written format and recording and through face to face contact, communication and team briefing. To support line management in delivering Site SHEQ objectives.
- Principal responsibilities -
- Determines the strategic direction and work priorities (in conjunction with line management) for the continuous improvement of the Sites SHEQ management programme and systems.
- Advises line management and assists with the implementation of new or existing SHEQ-related legislation, rules and Company standards to include fire prevention, health and safety awareness training, site inspections of Company and contractors sites.
- To complete prevention inspections on a regular basis and ensure records maintained of same.
- To investigate accidents and ensure all documentation is updated.
- To develop a monthly SHEQ Communication Strategy for site and all levels of staff, to include written information, tool box talks and management briefs.
- Full responsibility for Company preparations for annual H&S audits, FSSC 22000 audits and customer audits including Yum, Famous Brands, AIB
- Liaison with departmental manager's for initiating and coordinating training plan and updating information for personal, audit requirements.
- To assist in retaining all current quality accreditations and work towards the attainment of new quality accreditations.
- Advises line management in factory, Office and on Site of health, safety, quality and environmental matters and manages this process to ensure all advice is incorporated into day to day processes and operations.
- Leads the Company in meeting its obligations under the "Control of Major Accident Hazards Regulations 1999"
- Provides support and expertise to line management in incident investigation and reporting (including dangerous occurrences and occupational diseases).
- Facilitates all forms of risk assessment e.g. general, manual handling, fire prevention and acts as a final authority where a specialist response is required in relation to risk assessments performed by others on site.
- Conducts occupational health and safety related surveys e.g. noise, lighting, exposure to chemical substances and makes associated recommendations.
- Produces and coordinates the yearly SHEQ action plan and longer term SHEQ roadmap, prepares reports for monthly update of same to General Manager.

- Monitors the Site “permit-to-work” system to ensure compliance with Company standards.
- Acts as Site “Dangerous Goods” Safety Advisor (DGSA).
- Assists with tender/submission documentation
- Implement and sustain Carbon footprint programme

REASON FOR LEAVING

Potential Retrenchment

Period

June 2010 – August 2015

Company

South Bakels

Current Position

Food Safety and Hygiene Manager

REPORTEES

1 x Food Safety Controller

12x Cleaners

1 x Lab Assistant

2 x test bakers

1x Food technologist

1x Hygiene co ordinator

- Management position
- Implement and sustain Food Safety systems
- Implement and sustain ISO systems
- Facilitate cleaning and pest control service providers
- Manage Building maintenance
- Audit Raw material suppliers
- Represent site in all quality and food safety related audits
- **New Equipment:** Assist / support in microbiological validation trials and new installations to ensure desired levels of end-product quality.
- **Products:** Promote and deliver Quality service products including internal training to ensure sales targets are achieved.
- **Troubleshooting:** Conduct systematic troubleshooting using standard templates and procedures for any appropriate end-product quality spoilage and food safety issues to ensure the case is accurately investigated and findings are reported, identifying likely entry points. Provide recommendations on actions for root cause eradication. Facilitate local on-line support function (Help Desk).
- **Reporting:** Capture and report on all food safety and end-product quality issues in a timely, accurate manner to the appropriate level Be the cluster for coordination with Central Office. Report agreed global measures to Central office.
- **Knowledge:** Proactively keep updated on hygiene (including applied microbiology) and food safety standards including legislative and regulatory guidelines within organisation .Implement and drive common goals, strategies

and standards. Assist in the drive of competence development and coaching programme for organisation members including succession planning.

- **Knowledge Share:** Provide and share support, advice, ideas and knowledge across network of colleagues and customers.

Training: Actively promote and deliver training internally as well as to customers ensuring that end-product quality and food safety competence meet required levels.

Period	1999 - 2007
Company	UNILEVER FOODSOLUTIONS SA
Positions Held	In-service Trainee (1999 – 2000) Quality Control Technician (2000 – 2002) Quality Controller (2003 – 2007) Assistant QA Manager (2007 – 2010)

IN SERVICE TRAINEE (1999 – 2000)

- Weighing of colours and flavours
- Stock Control of colours and flavours
- Sampling of all incoming raw and packaging materials
- Approving raw and packaging material for production usage.
- Set and monitor raw and packaging material standards
- On - Line Quality Control including the evaluation of manufactured products e.g.: acidity, salt, colour and flavour are tested
- Basic analytical testing i.e. acidity titrations, pH, viscosity, TDS, refractive index, salt measurements and moisture testing.

QUALITY CONTROL TECHNICIAN (2000 - 2002)

- Analytical testing
- Online quality control
- Approving raw and packing material
- Micro sampling
- Microbiology testing
- Approving final product for release into trade.

QUALITY CONTROLLER (2003 –July 2007)

- Responsible for quality control reports to customers and site management
- Providing quality assurance for customers
- Handling customer complaints
- Responsible for monitoring hygiene and general housekeeping in the factory
- Responsible for hosting both internal and external quality audits
- Conduct internal quality audits and third party audits
- Supervision of quality staff
- Also responsible for the issuing of COA's (Certificate of Analysis)
- Assessment of quality issues

- Provide training on quality issues
- Assist development (product and packaging) with specification setting for new products.
- Part of core team to implement SHEQ program
- Helped factory achieve 5 star platinum status with NOSA
- Involved with the implementation and maintenance of ISO 9000 and 14001
- Involved in implementation of SHE and Consumer Safety Frameworks Standard for the factory
- Attained HIGH ACHIEVEMENT awards in 2003 and 2004 for the implementation of SHEQ management system
- Assisted site to achieve a B1 rating for the FQAG audit (internal FWS Audit)
- Part of the site HACCP Team
- Part of SHEQ audit team for external auditing.
- Member of SHE Committee
- Responsible for incident investigation
- Member of risk assessment team
- Member of SHEQ working group
- Stand in for SHE Co Ordinator in his/her absence
- Stand in for QA manager in her absence
- Conduct SHEQ Induction for new employees in absence of Skills Development facilitator
- Part of HAZOP team
- Responsible for reporting Supplier evaluation to Corporate buying
- Part of TPM Steercom
- Part of QA Excellence task team(Corporate QA initiative)
- Participated in the Tricon auditing course scheduled by YUM! International.
- Responsible for internal SHEQ auditing
- Worked with Alisa Seymour Smith (Corporate SHE Manager), Rajnish Maharaj (Corporate QA Manager) and Graham Byrom (Assistant Corporate SHE Manager)
- Trained in the QMS system
- Trained on SAP QM
- Train new staff on HACCP
- Reported to Lynne Harsant (SHEQ Manager)

ASSISTANT QA MANAGER (Ola Ice cream) (2007 to May 2010)

- Same as above – lateral move within Unilever. Different category of business.
- Supplier and Co Packer auditing
- Behaviourial Safety Auditing
- QMS Cross Site auditing
- Quality Demerit Auditing on Unilever on shelf products

References available upon request