

# CURRICULUM VITAE OF NATASHA K ENGELBRECHT (Cert.Sci.Nat.)

## QUALITY ASSURANCE/QUALITY CONTROL MANAGER

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SACNASP Registration Number: 117867

### PERSONAL SUMMARY

A highly motivated and analytical thinking Microbiologist/Biochemist who has, over the past 5 years, successfully implemented and maintained management systems such as FSSC 22000, ISO 9001 and ISO 22000 in manufacturing environments to assist companies in meeting these international standards and customer requirements. Local and international site experience has encouraged adaptability resulting in the ability to work alone and co-ordinate well in a team as a team leader.

### PROFESSIONAL EXPERIENCE

#### **Elangeni Oil Pty Ltd. (Part of the Russell Stone Group)**

#### **Quality Assurance/Quality Control Manager (January 2015 to date)**

Recruited as the QA/QC Manager to implement the ISO 22000 food safety system and to manage the laboratory.

Quality Assurance duties include:

- Implementation of ISO 22000:2005
- Implementation of ISO 14001:2015
- Supplier evaluation and assurance
- Maintenance of an effective HACCP system
- Development of system records
- Management of the Internal Audit program and supplier audits as well as assessments
- Driving actions from customer and third party audits
- Quality control of product in run through to final product
- Developing Product Specifications
- Completing customer questionnaires
- Management of the food safety team
- Management of the microbiological program of the company as part of verification activities
- Management of the NCR program
- Inspection of the facility with regards to compliance to the standard.
- Conduction of supplier quality assurance through audits and questionnaires as required by the standard.
- Compilation of the annual management review report
- Research and development including legal requirements

Quality Control duties include:

- Preparation of COAs for outgoing products
- Requesting of COAs and product specifications from suppliers
- Management of the pest control program
- Management of plant hygiene.
- Management of the QC technicians
- Verification of QC analytical sheets before release of product
- Calibration and verification factory equipment.
- Overseeing all quality controllers.
- Laboratory analysis of effluent from manufacturing processes

### **Sunspray Food Ingredients (liquid/powdered egg products and food ingredients)**

QA Assistant (January 2013 to December 2014)

Employed as the assistant to the QA Manager to assist in the management of the existing quality management system and to implement FSSC 22000. In addition to this, I was assigned duties of microbiology in the in-house laboratory.

Main roles and responsibilities included:

- Implementation and management of FSSC 22000 and its additional requirements.
- Developing and creating of system work instructions, quality and food safety policies as well as system procedures and relevant verification activities.
- Inspection of the facility with regards to compliance with the relevant standard.
- Management of internal and external audits and following up on the resulting findings.
- Reviewing of customer feedback, complaints and completion of customer questionnaires.
- Performing food safety standardization on manufactured products starting with creation of raw material specifications right through to the final product specifications as required by FSSC 22000.
- Maintenance of the allergen management program
- Supplier quality assurance through food safety communication such as questionnaires, assessments, service level agreements, accreditations and other relevant information such as GMO declarations and other prohibited substances.
- Conduction of FSA Audits and Corrective Action Reports thereof.
- Management of non-conformances through the NCR program and root cause analysis.
- Compilation of the annual food safety management report.
- Compilation of food safety team meeting minutes.
- Carry out training and driving the Continuous Improvement process in Food Safety Assurance.

Microbiology:

- Preparing, dispensing and autoclaving of media used in the laboratory
- Isolation of pathogens such as salmonella
- Co-ordinating bacteriological examinations of food ingredient samples
- Reading cultures for the presence or absence of microbial growth

- Maintaining communication both written and oral, with the Quality Control/Operations Manager about the results of the products.

**ACM Products Ltd. (Mineral water and Carbonated Soft Drinks Processing Plant)**

**QC Laboratory Technician (December 2011 to March 2012)**

Employed as the quality control laboratory technician working with a team of highly qualified chemical engineers to ensure safety of the bottled water sold to wholesale and retailers.

Duties included:

- Quality checks on raw, intermediate and finished product and facilitation of new product development (NPD)
- Routine water analysis such as pH, conductivity and microbiological analysis for pathogens.
- Equipment management in terms of calibration and maintenance.
- Creation of work instructions, laboratory procedures as required by Zambian bureau of standards through ISO 9001 and HACCP.
- Maintain and update the Risk Assessments and HACCP Hazard Analysis
- Conducting internal audits and GMPs.
- Responsible for pest control and hygiene in the plant
- Define risk areas in HACCP Plan
- Conduct environmental monitoring and take samples for microbiological analysis such as air plates
- Handling of customer complaints and non-conformances.

**Kalulushi Medical Centre (METOREX Ltd.)**

**Intern Laboratory Technician (November 2009 - December 2009)**

Employed as an intern working with the chief medical technologist in the pathology department during my final year as a BSc. Student.

My responsibilities were:

- Preparation of tissue samples for microbiological analyses.
- Urinalysis, mainly chemistry using multistix.
- Reception of various specimens.
- Culturing various specimens.
- Colonial identification of organisms.
- Identification of organisms using various sugars and chemicals (API Identification system)
- Identification of organisms using single reagents (coagulase test for staphylococcus)
- Antibiotic sensitivity testing of organisms.

**ADDITIONAL KNOWLEDGE/SKILLS AREA**

- Technical report production and review
- Marketing and business development
- Implementation of innovative technical processes
- Strategic forecasting and demand planning

- Employee training and mentoring
- Team building and leadership
- Quality control

## **EDUCATION AND CREDENTIALS**

Bachelor of Science in Natural Sciences  
(BSc. Biochemistry and Microbiology)  
University of Zambia -2011

Advanced Chemistry, Advanced Biology, Advanced Mathematics  
GCE A 'Level Certificate  
Cambridge University – 2006

### **Professional Affiliations**

- South African Council for Natural Science Professionals (SACNASP)

### **Software Skills Summary**

Proficient in:

- Microsoft Excel, Word, PowerPoint, Access, One Note, Publisher and Project
- Adobe Acrobat

## **REFERENCES**

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