



## PR/095971 | Quality Assurance Executive

### Job Information

**Recruiter**

JAC Recruitment Singapore

**Job ID**

1559116

**Industry**

Restaurant, Food Service

**Job Type**

Permanent Full-time

**Location**

Singapore

**Salary**

Negotiable, based on experience

**Refreshed**

November 4th, 2025 04:00

### General Requirements

**Career Level**

Mid Career

**Minimum English Level**

None

**Minimum Japanese Level**

None

**Minimum Education Level**

Associate Degree/Diploma

**Visa Status**

No permission to work in Japan required

### Job Description

Our client in the FMCG industry is currently hiring for a quality assurance executive.

#### Job Responsibilities:

- Ensure full regulatory compliance for imported frozen and dry food products, including:
  - Interpreting updates to Singapore's Food Act
  - Responding to recipe changes from overseas manufacturers
  - Creating English-language product labels
- Manage all import preparation tasks, such as:
  - Coordinating with suppliers to gather necessary documentation
  - Independently drafting and submitting documents for internal approvals
- Enhance internal quality assurance systems by developing and updating SOPs

- Plan and execute marketing and promotional strategies, including:
  - Social media content creation
  - Designing POSM/POP materials and product brochures
  - Coordinating with PR agencies

Job Requirements:

- Bachelor's degree in Food Technology, Business, or a related field is required.
- Minimum of 3 years' experience within the food industry or experience with product registration for overseas regulatory bodies (e.g., food, supplements, pharmaceuticals)
- Familiarity with Singapore's food regulations, especially for frozen items, meat products, and seasonings

Interested applicant, please click [APPLY NOW](#)

Jennifer Maria Hardicar  
JAC Recruitment Pte Ltd  
EA License Number: 90C3026  
EA Personnel: R1987984

#LI-JACSG  
#countrysingapore

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## Company Description