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JAC Recruitment Thailand

PR/120240 | QUALITY ASSURANCE SPECIALIST (FDA) – Food Ingredients

Job Information

Recruiter

JAC Recruitment Thailand

Job ID

1607780

Industry

Chemical, Raw Materials

Job Type

Permanent Full-time

Location

Thailand

Salary

Negotiable, based on experience

Refreshed

September 1st, 2026 05:00

General Requirements

Minimum Experience Level

Over 3 years

Career Level

Mid Career

Minimum English Level

Business Level

Minimum Japanese Level

None

Minimum Education Level

Associate Degree/Diploma

Visa Status

No permission to work in Japan required

Job Description

Position Overview

This role is responsible for managing quality assurance and regulatory affairs for food ingredients. The successful candidate will ensure products comply with customer requirements and food safety regulations, while supporting regulatory submissions, audits, complaints and quality system activities.

The role will coordinate with customers, suppliers, production, R&D, logistics and relevant authorities, including the Thai FDA and other international regulatory agencies where applicable.

Responsibilities

- Maintain the quality management system and ensure compliance with GMP, HACCP, ISO 22000/FSSC 22000 and customer requirements.
- Review product specifications, Certificates of Analysis, production records and test results.
- Manage product deviations, non-conformities, customer complaints and CAPA.

- Support internal, customer and third-party audits, including audit preparation and follow-up actions.
- Coordinate with suppliers to resolve quality issues and obtain required documents.
- Prepare and maintain regulatory documents for food ingredients.
- Support product registration, notifications and submissions to the Thai FDA or other regulatory authorities.
- Review ingredient composition, allergens, product labels, technical data sheets and product claims.
- Monitor changes in food regulations and assess their impact on products and operations.
- Coordinate regulatory inquiries and compliance documents with customers, suppliers and internal teams.

Qualifications

- Bachelor's degree in Food Science, Food Technology, Chemistry, Biotechnology, Quality Management or a related field.
- At least 3–5 years of experience in quality assurance, regulatory affairs or food safety within the food ingredient or food manufacturing industry.
- Practical knowledge of GMP, HACCP and food safety management systems.
- Experience handling audits, deviations, CAPA and customer complaints.
- Experience preparing quality and regulatory documents, such as specifications, COA, SDS and allergen declarations.
- Experience dealing with Thai FDA, U.S. FDA or other food regulatory authorities is preferred.
- Good understanding of food ingredients, additives, flavouring substances or functional ingredients.
- Strong written and spoken English skills, with the ability to communicate with international customers and suppliers.
- Good analytical, documentation and problem-solving skills, with strong attention to detail.
- Able to work independently, manage multiple priorities and coordinate effectively with cross-functional teams.

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Company Description