

# GABRIELA REIS BACK

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## **PROFESSIONAL PROFILE**

Excellent organizational skills and demonstrated ability to handle multiple tasks accurately and efficiently; experience in Quality Control and Quality Assurance with multiple priorities;

## **EMPLOYMENT HISTORY**

### **CASUAL JOBS**

**October 2016 to now**

Improving my knowledge on Customer service.

### **QUALITY CONTROL ANALYST**

**April 2015 to Sep 2016**

Superbom – Food Products

São Paulo - Brazil

#### **Company's presentation:**

Superbom is a medium-sized Adventist company focused on producing healthy foods. They produce a big range of products (Vegan cheese, variety of fruit juices, vegan protein, fruit jam, peanut butter), outsource for other companies and also outsource some productions such as biscuits, juices in tetra pack, barley, and so on.

#### **Responsibilities:**

Responsible for plan, organize, control and coordinate the activities of quality control laboratory, including activities of quality assurance and customer service.

#### **Duties:**

- Ensuring products comply with legislation and quality assurance codes.
- Provide quality reports to manager.
- Quality Control Analysis (humidity, density, pH, titrations, sucrose, acidity, ash, HMF, centrifugation, chlorine, packaging analysis, shelf life etc), including: water, inputs, stuff, products.
- Training staff in GMP, HACCP and others.
- Coordinate the investigation of customer complaints.
- Keeping quality documentation up to date.
- Ensuring non-conforming products are identified and placed on restriction.
- Keep in touch with the supplier to solve any problem with the stuff.
- Ensuring activities in the quality plan are carried out.
- Put on results in the system (Protheus) and release the products.
- Assist in managing the activities of the microbiology laboratory.
- Helping the team with any question and solve of problem in the laboratory and production.

### **QUALITY ASSURANCE ANALYST**

**Jul 2013 to April 2015**

**Company’s presentation:**

Integralmedica is a medium sized company focused on producing food supplements such as protein bar, a big range of powder products as whey protein, tablets, eletrolitical supplement, etc.

**Responsibilities:**

Responsible for up to date the documentation of the quality management system and started manage the implementation of ISO 22000:2005.

**Duties:**

- Responsible for developing standards, policies and procedures for all functions involved with or related to the quality.
- Responsible for monitoring and maintaining quality and compliance targets.
- Monitoring and auditing of products and suppliers to ensure high standards of quality.
- Management of non-conforming products.
- Internal audit.
- Checking quality of suppliers.
- Keeping quality documentation up to date.
- Controlling calibration of equipments.
- Training staff in GMP and HACCP.

**LABORATORY ASSISTANT**

**Oct 2010 to Jan 2013**

Embrapa - Research Company - Agro-industry of food

Rio de Janeiro - Brazil

**Company’s presentation:**

Embrapa is a research company and this unit is responsible for Food Research. They are connected with the rural part and also industry.

**Responsibilities:**

To manage laboratory activities based on ISO 17025.

**Duties:**

- Keeping documentation up to date.
- Provide analysis reports to the manager.
- Analysis on fat oils (humidity, acidity, titration, spectroscopy, color, rancimat, FAME, peroxide index, oil extraction, HPLC and Gas Chromatography etc).
- Control calibration of equipment.
- Help trainee with any question.

**EDUCATIONAL QUALIFICATIONS**

Date	12/2019
Qualification	SOA in Leadership Skills
Institution	TAFE
Date	Jan 2013 – Dec 2014

Qualification Postgraduate in Quality and Productivity  
Institution Vanzolini Foundation - USP – São Paulo – Brazil

Date Feb 2013 – Nov 2013  
Qualification Specialist in Food Safety  
Institution SGS – São Paulo – Brazil

Date Jan 2009 – Dec 2010  
Qualification Graduate in Food Technology  
Institution Salvador Arena Foundation – São Paulo - Brazil  
Certification CRQ-SP (Regional Chemistry Council)

Date Jan 2006 – Dec 2007  
Qualification Technician in Food Processing  
Institution SENAI – São Paulo – Brazil

## **REFEREES**

Upon Request

## **KEY SKILLS AND COMPETENCIES**

### **Management**

- Experience of working within a Quality Management System in the food manufacturing.
- Conversant with all relevant Quality Control and Quality Assurance procedures.
- Bringing together staff of different disciplines and getting them to work together for the common good.

### **Professional**

- Setting customer service standards.
- Ability to effectively communicate throughout all levels of an organization.
- Accuracy and attention to detail.

### **Personal**

- Hard working and motivated. Positive 'can do' attitude.
- Able to work with others to identify, define and solve problems.
- Open to different ideas and ways of working.