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# Example of Assurance Manager Job Description

Our growing company is looking to fill the role of assurance manager. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for assurance manager

* Lead and coordinate site Quality reviews to ensure Quality Control activities are in line with approved processes and procedures
* Ability to understand and interpret federal regulations and company operating procedures as they apply to printing regulated product and quality issue
* Knowledge of PC systems and Microsoft Office Suite (Word, Excel) required
* Drives service quality assurance program
* Partners with peers and superiors to determine performance gaps and learning needs
* Is involved in ensuring the necessary training and learning is conducted in departments on a consistent basis
* Trains managers to train their employees in the needed skills area and also leads training sessions directly with line staff
* Audit performance, including sub-contracts & suppliers
* Interface with TAS-UK management
* Responsibility for the quality activities associated with TAS-UK sites e.g, Harwell, Belfast & Bristol

## Qualifications for assurance manager

* Experience in Service Transition, within a global IT service
* Thorough knowledge of product and quality control (Furniture craftsmanship is a plus)
* Demonstrated ability to problem solve and achieve results
* Bachelor’s degree in Biology, Chemistry, Natural Science or related discipline
* 5+ years of biotechnological or pharmaceutical quality assurance experience
* Experience in working with cross functional teams (development, requirements, project management) to achieve testing and Program objectives