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# Example of Lead, Quality Control Job Description

Our company is growing rapidly and is hiring for a lead, quality control. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

## Responsibilities for lead, quality control

* Oversee the improvement, monitoring and optimization of work flows, methods and procedures for Raw Materials, In-Process Control, Release (DS) and Stability (DS) to pursue an ongoing quality assurance program
* Ensure readiness of QC for audits and participate in health authorities inspections and internal audits in own areas
* Ensure putting in place quality systems for QC for the plant in accordance with regulations and global guidelines
* Lead method transfers and qualifications and special projects as required
* Troubleshoots and provide further technical support for method, material, and instrument-related issues
* Assist in the implementation and maintenance of general laboratory operational systems in accordance with cGMP compliance to maintain functionality of the QC Laboratory and equipment
* Provide support to QC management, including the coordination and scheduling of routine testing, project management and lab operations
* Performs data trending and analysis
* Writes/revises SOPs, protocols and reports
* Conduct technical assessments of deviations and investigations

## Qualifications for lead, quality control

* Must be able to speak & write in English
* Operate as a team leader, coordinate staff scheduling
* Inspection Skills
* Knowledge of PCBA and HLA product builds
* Ability to maintain confidentiality of all company and customer information
* Must complete training for and become certified for Quality Assurance within six months of obtaining the position and must maintain QA certification to remain in the position