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# Example of QC Associate Job Description

Our innovative and growing company is hiring for a QC associate. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

## Responsibilities for QC associate

* Ensure optimisation of laboratory resources and operations in accordance with cGMP, regulatory and business requirements
* Manage the transfer of new project technologies and analytical methods
* Continuously improve analytical methodologies and laboratory systems to ensure continuing cGMP compliance and improve departmental cost efficiencies
* Effective participation in leadership or membership roles for site cross-functional teams as a representative of the QC Bioassay laboratory related to laboratory improvements and projects
* Perform routine Bioburden, Endotoxin, and environmental monitoring testing in accordance with SOPs, safety, and
* Assess compliance with BSA/sanctions related regulations and established Bank policies and procedures identify any potential and emerging BSA/sanctions/fraud risks or issues
* Directs the daily operation of a biologics QC department testing and reporting of raw material, utility, in process, and final bulk product samples to support the manufacturing of bulk drug substance
* Establishes and communicates performance objectives for QC staff that are consistent with the businesses unit goals, Quality and BDO objectives
* Defines and enforces performance measures, provides developmental feedback and coaching and creates a collaborative environment that attracts, develops and retains the best talent
* Directs the efficient and timely technology transfer of methods

## Qualifications for QC associate

* Plan, schedule and execute periodic retain and reserve inspections in compliance with written procedures
* Prepare and Store retain samples for raw materials and finished product samples
* Author and review Standard Operating Procedures, technical reports, specifications, change controls as required
* Assist in investigating any non-conformances or problems noted during the sampling/inspection process
* Basic fundamental understanding of mathematics
* Requires basic communication skills