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# Example of Quality Controller Job Description

Our growing company is searching for experienced candidates for the position of quality controller. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for quality controller

* Assist on follow-up processes ( RMA , SCRAP , QM and stock re-inspection processes)
* Operates machinery and maintains a valid DL (forklift, order picker, company vehicle)
* Keep workplace organized
* Check capacity in the workshop based on any additional work requirements
* Monitor and give feedback on Technicians quality and efficiency
* Allocate work to qualified technicians
* Set quality levels for each purchase order, monitor vendor quality activities and liaise with project engineering to address quality issues linked to technical matters
* Determine and indicate which quality control documents are required for each package and maintains quality records for these
* Maintains the non-compliance register and obtains corrective actions from vendors
* Coordinates in progress and final inspections with expediting and logistics to ensure timely pick-up and delivery of the goods

## Qualifications for quality controller

* Minimum diploma in Food Science or equivalent
* Technical Knowledge and qualifications relating to vehicle maintenance
* Previous experience of supervising or managing Technicians
* Completed Required Training Courses
* Issues Inspection releases to Expediting
* When required, coordinates onsite inspections of equipment with construction team