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# Example of Quality Controller Job Description

Our company is growing rapidly and is searching for experienced candidates for the position of quality controller. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

## Responsibilities for quality controller

* Prepares discrepancy reports when inspecting incoming items
* Performs shipping inspections (Air safety and Certificate of Conformance issuance)
* Ensures that NFO’s, Express, and Schedule are processed accordingly and on time
* Request stock re-inspections
* Upload and analyze the data from the calibrated equipment
* Provides support to the Quality Engineer ,Inventory Control Analyst and Quality Supervisor with their process
* Get involved with new special projects as it is being delivered or approved
* Quality assurance on all aspects of delivery according to the processes specified for all advertising material produced for this client
* QA according to the procedures ensuring all necessary checks are made & documented (pass/ fail)
* Accurately recording errors, notifying the project lead of the errors/bugs raised and reporting and monitoring resolution progress

## Qualifications for quality controller

* Shoot & record timing of product/Adjust cut length prediction
* Calculate and capture results and report, product release/stamping
* Clean out detonator test canisters & chamber (per schedule)
* Product failures
* Place product on hold, report and assist with root cause analysis
* Pro-actively identify potential failures before production run or soonest per batch start