Downloaded from <https://www.velvetjobs.com/job-descriptions/quality-manager>

# Example of Quality Manager Job Description

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

## Responsibilities for quality manager

* Develops, implements and maintains a Quality Management Plan and Procedures to ensure compliance with project and client requirements
* Provides leadership and guidance to a QC / QA team members
* Promotes quality achievement and performance throughout the project
* Executes and follows up with customer satisfaction surveys
* Establishes and maintains quality documentation requirements
* Works with commercial and project staff to establish quality requirements
* Works with Project Team, Client, Regulatory Agencies, Consultants / Subcontractors and Suppliers to ensure the quality management system is functioning properly, advises on changes and their implementation strategies
* Ensures tests and procedures are properly understood, carried out, evaluated, and that product / service modifications are investigated when required
* Produces reports on quality performance measured against indicators
* Supports and conducts quality management systems audits as required at the project

## Qualifications for quality manager

* APQP documents and tools practitioner ( PFMEA, Control Plan, Work Instructions, Layered Process Audits)
* Knowledge of Quality Management Systems commonly used in automotive Industry
* Bachelor’s degree preferred (or Associate Degree plus 4 years practical experience)
* Change agent with energy, passion & enthusiasm
* Lean GB certification highly desired or ability to attain within 1 year
* Independent level of quality inspection and control -- ensures center compliance with quality standards and regulations