Example of Analyst Quality Control Job Description

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

Responsibilities for analyst quality control

- Provide back-up support for other QC data functions
- Experience of working within a laboratory testing environment within the Biological/ Pharma Industry
- Knowledgeable of FDA/HPRA/EMEA regulatory requirements applicable to biologics and/or pharmaceuticals
- Demonstrated knowledge and testing experience in an FDA/HPRA approved QC laboratory
- Proven drive towards results and performance1700159425W
- Audit open and closed balance accounts for underpay and no pay reasons and successfully collect additional monies due
- Structure audit by payor appeal timeframes and contract rates with a high propensity for underpayment
- Regularly meets projected collection goals
- Trend and identify underpayment issues for training purposes with the goal of mitigating future underpayments
- Identify issues to be included in future contract negotiations

Qualifications for analyst quality control

- Quality Systems and Auditing Principles
- Five(5) years of loan servicing / origination experience
- Minimum of two (2) years experience working with external vendors preferred
- Minimum of two (2) years experience in compliance, legal, and/or auditing

- Must have excellent communication, organizational, and interpersonal skills and strong analytical skills
- Knowledge of auto finance industry beneficial