



Example of Director, Quality Assurance Job Description

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Our innovative and growing company is searching for experienced candidates for the position of director, quality assurance. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

Responsibilities for director, quality assurance

- Engages the VP of Finance and CFO and other "business owners", as applicable, of issues, trends, and changes impacting their areas of responsibility
- Plan for and oversee all internal and external audits across clinical research program and manufacturing facilities
- Plan for and oversee all internal and external monitoring across the clinical research program and manufacturing facilities to ensure compliance with institutional, federal and other applicable clinical research regulations
- Ensure top quality research is performed by tracking essential metrics, evaluating risks, crafting trend reports and implementing policies and procedures
- Act as a primary liaison with clinical department leadership to efficiently and effectively meet the clinical research goals
- Oversee complete internal and external communications to all stakeholders
- Engage as needed with local, State and Federal Regulators customers
- Reports to management on quality issues, trends and losses
- Participates in internal and external quality audits
- Develop and Direct Quality Assurance program ensuring compliance with State and Federal mandates directing quality performance and conducting continuous improvement activities

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- Experience with data analysis, preparation of technical reports, process validation, statistical process control, and statistical sampling plans is required
 - An experienced practitioner in tools like SPC, 8D, PDCA, RCA, Six Sigma, and Lean
 - Experience in a startup environment global public companies
 - Experience in Solar
 - Ability to influence others and able build a company culture of quality
 - GCP experience a plus