



# Example of Global Quality Manager Job Description

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Our company is looking for a global quality manager. 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 global quality manager

- To develop and implement necessary Quality SOP's
- Constantly focus on key risk areas having potential legal, commercial and financial impacts
- To collect and benchmark Quality KPI's
- Plan, conduct audits and follow up on corrective actions
- Recruit, interview and hire Global Quality Engineers
- Communicate criteria to recruiters for Global Quality Engineers position candidates
- Coach Quality staff in the interviewing/hiring process
- Provide input on management of existing linguistic assets (glossaries, style guides, TMs, ), processes and related issues
- Analyze quality issues and determine further actions through RCAs (Root Cause Analyses)
- Enthusiastic and experienced about working in a fast paced, multi-disciplined, highly dynamic environment

## Qualifications for global quality manager

- Mindset on effective implementation and continual improvement of business processes rather than merely "passing" external audits
- Ability to engage and motivate auditees at all levels to see the value in the findings, address non-conformances, and drive continual improvement

- Problem analysis/resolution at both a strategic and functional level
- Business/financial orientation, including good understanding of Cost of Poor Quality
- Team player, capable of working in a highly collaborative and dynamic environment