



Example of Intern, Quality Assurance Job Description

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Our growing company is searching for experienced candidates for the position of intern, 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 intern, quality assurance

- Author and review local Standard Operating Procedures, Work Instructions, and Forms to support Quality systems
- Support of Health Canada, internal, and self-audits of the Canadian affiliate
- Review of Annual Product Quality Reviews and ongoing product stability data performed by vendors
- Initiate local change controls, deviations, CaPAs, and customer complaint investigations for the Canadian affiliate
- Collect acceptable evidence of GMP compliance to support foreign site registrations on Health Canada Drug Establishment Licences, and prepare submissions
- Provide support for all recall activities in the Canadian market
- Participate in Regulatory Operations Team meetings
- Work with the Corporate Quality team to monitor and track current product quality and reliability issues occurring in the field using a failure reporting and corrective action system (FRACAS)
- Review open and overdue FRACAS issues to ensure that the implemented long term corrective actions have successfully mitigated the original failure mode
- Create a monitoring process to ensure FRACAS items don't get too old

Qualifications for intern, quality assurance

- Familiarity with the .NET programming environment, C# programming language and source control applications
- Must currently be pursuing a degree towards Computer Science, MIS or other related field
- Quality Assurance experience with testing tools or testing methodologies preferred
- Should be working towards a degree in computer or information science, mathematics, engineering, management information systems, or related course of study
- Willing to break software and document how it was done