



Example of Lead, Quality Assurance Job Description

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

Responsibilities for lead, quality assurance

- Creating and publishing key performance metrics to the business team and overall organization on a monthly basis providing information on continuous improvement progress and potential new opportunities
- Utilizing QFD to ensure that customer requirements are translated into relevant technical designs throughout each stage of product development
- Determining Quality Engineering resources needed on all new projects
- Coordinate QE activities on programs that have multiple manufacturing locations and multiple launch regions
- Classifying defects for products, in conjunction with launch teams, to ensure consistency of defect classification across the globe
- Handles all aspects of the quality process for applications or systems
- Develops and maintains a solid knowledge of the various company applications and business processes
- Works on projects of all levels of complexity within any of the IT development environments
- Reviews formal test plans and documented test results
- Functions as test lead and UAT coordinator for the various systems integrations and development areas

Qualifications for lead, quality assurance

- 2-3 years experience using HP Quality Center / Test Director or other defect/test management tools

- Must have the ability to understand and formulate statements of work, develop policies and procedures
- 3 – 5 years of relevant application/software testing and quality assurance experience
- Excellent people skills – able to build results-oriented partnerships
- Degree or equivalent Chemistry, Microbiology, Food Science, Nutrition, Food Technology or related field with at least 3 years' experience in pharmaceutical and /or food industry (food technology, quality systems implementation, auditing, manufacturing, project management)