Example of Lead, Quality Control Job Description

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

Responsibilities for lead, quality control

- Conduct field audits of contractual services for conformance to Performance Work Statement
- Responsible for all aspects of QC activities at assigned location
- Maintain currency of QC procedures and recommend revision of internal specifications when needed
- Assist in implementation and maintenance of inspection system components and methods
- Provide response to customer concerns and findings
- Implement and maintain software and procedures consistent as updates and changes occur
- Provide support for quality training preparation and presentation
- Assist site managers, supervisors, and functional leads with internal and customer corrective action reporting
- Manage non-conformities identified during QA/QC inspections
- Ensures Balanced Score Card Infection Control initiatives are reported on time and with-in established benchmarks

Qualifications for lead, quality control

- Demonstrates Team approach to projects
- Takes imitative in keeping Director fully informed on work related issues
- Reports to work station on a regular basis for scheduled day and time
- Answers the phones and responds to our customer needs professionally and without complaints

- Develop, maintain, and monitor the quality level of the IT Risk Management Framework, emphasizing the need for ongoing improvement