



Example of Manager, Laboratory Job Description

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Our innovative and growing company is searching for experienced candidates for the position of manager, laboratory. To join our growing team, please review the list of responsibilities and qualifications.

Responsibilities for manager, laboratory

- Schedule, direct, track, and document all quality control testing of raw materials and reagents
- Is responsible for supervising the various tests, results, software systems, quality control for the laboratory department including the Core lab, Microbiology, Immunology and Send Outs, the supervising staff for those departments
- Monitors daily Quality Control Data
- Understand and comply with the established Quality System and report any deficiencies and stop any plant operation if it is compromising the quality process
- Review customer specifications and ensure lab capabilities can meet the requirements
- Ensure that customer work-orders are processed in the QC Laboratory in a timely and efficient manner in order to meet customer expectations and on-time shipping performance goals
- Ensure that all plant safety and quality procedures related to lab operations are followed, and updates to these procedures are communicated to lab personnel
- Maintain all Controlled Documents and Records in the QC Laboratory, including analytical data, current SOP's, current specifications, and instrument calibrations
- Maintain the QC Laboratory calibration gas inventory
- Take an active role in quality incident investigations in order to resolve

Qualifications for manager, laboratory

- Bachelor's degree in Laboratory Science is required
- Field work in coastal systems
- Monitor QC Laboratory costs and ensures they do not exceed the levels set by upper management
- Initiate and manage projects to maintain or enhance the capabilities of the QC Laboratory, including efficiency
- Support the roll-out and the maintenance of the 5S program in the QC Lab
- Ensures staff level and competencies are always adequate for the QC Lab activities