



# Example of Project Quality Assurance Job Description

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Our company is looking for a project quality assurance. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

## Responsibilities for project quality assurance

- Responsible for compensation/commission cycle processes
- Conduct quality assurance on transactions
- Manage compliance to Quality Assurance requirements and their flow down to the project Team
- Define and apply the Quality Plan specific to the project
- Assure the quality of purchased solutions in collaboration with System Engineering Managers by participation to FAT, or inspection
- Assess and qualify suppliers, manage their performances in collaboration with Acquisition Project Manager
- Assess suppliers and identify structural risks for supplier involved in the project in collaboration with all other PQAM , and collaborate with APM in the improvement of performances with the involved suppliers
- Assure that Anomalies, Nonconformities and Alerts following NC are managed
- Manage solution certifications
- Collaborate with the project System Engineering Manager to issue the Declaration or Certificate of Conformity

## Qualifications for project quality assurance

- Exercise Alert Duty and Veto Right in case of non-resolution of problems and escalate it to the correspondent management organization
- Conduct audits to all project applicable processes, follow up the Non

- Customer Focus, ability to understand, analyse and communicate the impact of customer satisfaction
- Expertise in establishing, managing and maintaining Quality Assurance activities for Project by interacting with Customer and Project Team
- Experience in monitoring quality project activities
- Experience in suppliers qualification and surveillance