

Example of QA Support Job Description

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Our growing company is searching for experienced candidates for the position of QA support. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don't fill all of the qualifications, you may still be considered depending on your level of experience.

Responsibilities for QA support

- Follow approved Quality Assurance procedures
- Review and approval of laboratory related GMP documents
- SOPs, Work Practices and associated Forms
- Certificates of Analyses and Reference Standard Purity Statements
- Analytical Protocols and Reports (Development, Validation, Transfer, Stability, etc)
- Methods and Specifications
- Deviations, Investigations (including OOS/OOTs) and CAPAs
- Developing policies and procedure based on regulations, industry guidelines and corporate requirements
- Requires minimal direction to complete tasks
- Provide Quality oversight of all Metrology & Validation service activities

Qualifications for QA support

- Experience working with game or software development teams
- Serves as a quality lead for large cross-functional, cross-organizational projects, helping to define the software development processes, and scoping the test requirements
- 2-3 years experience in financial institution is needed
- Audit or paralegal work experience (or equivalent) is required
- Technically proficient in software including MS Word, & Excel

