

Example of QA Support Job Description

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Our growing company is hiring for a 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

- IQ/OQ/PQ documents (equipment and software related)
- User Requirement Specifications
- Assures QA oversight to meet or exceed industry and FDA trends/expectations
- Generates and maintains Quality Agreements for external GMP testing facilities
- Implements new policies/systems in keeping with constantly changing/emerging FDA/industry requirements
- Exhibits excellent leadership and fosters teamwork to create an environment of support that leads to positive motivation and increase productivity of group personnel
- At times, support audits (internal and external) with a quality focus or in partnership with analytical subject matter expert (SME) or as the SME adviser
- Participate on inter or intra departmental teams as the quality development representative
- Perform internal and CSP visits to further strengthen quality relationships and optimize our processes
- Writes and/or implements changes to controlled documents (e.g., SOPs, specifications, methods,) as needed to ensure defined quality objectives are met

Qualifications for QA support

- Prociency in Excel, Powerpoint, and SharePoint
- Bachelor's degree in the Science or related field English Minimum three to five years' experience of pharmaceutical manufacturing and/or Quality Assurance
- Must have experience directly on Linux/Unix servers and full awareness of OS and proficiency in a variety of commands and utilities
- Experience in reading and writing Linux/Unix shell scripts
- SQL scripting to do back-end testing (SQL developer and ORACLE)