



Example of QC Associate Job Description

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Our innovative and growing company is looking for a QC associate. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

Responsibilities for QC associate

- Performs routine assays such as Bioassay, Biacore, qPCR
- Performs routine assays such as UV-VIS Spectrometry, Wet chemical analysis, utilities testing, and various HPLC methodologies
- Performs basic troubleshooting techniques of instruments
- Performs sample management including sample tracking, aliquot preparation and sample distribution
- Support the MT and MS& T groups for sample receipt and processing
- Communicates issues with sample processing to area lead or Manager
- Provide direct support to lab personnel to trouble shoot sample management issues
- Reconciles critical reagent inventory
- Prepares sample receipt and shipping activities across sites and to contract laboratories
- Overtime work may be required on weekdays, weekends, holidays, and during adverse weather conditions in support of the manufacturing facility

Qualifications for QC associate

- Build, develop and maintain LIMS templates
- Troubleshoot templates/specifications
- Experience with regulatory compliance in GMP manufacturing and testing of pharmaceutical products

- Familiarity with the use of air sampling equipment, autoclaves, micro ID methods, and endotoxin testing
- Experience requiring one to work independently part of a team, to complete assignments within defined time constraints