Example of QC Manager Job Description

Our growing company is looking to fill the role of QC manager. 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 manager

- Proactively identifies issues and provides general guidance to resolve QC operational issues and works with laboratory management to develop solutions to meet productivity/quality objectives
- Monitor and coordinate the QC activities required for submission of license applications, INDs, and other regulatory documents to government agencies
- Monitor the departmental performance for NOE/EOE/DNF/CAPA/WF
- Regularly interacts with Sr
- Serve as a primary point of contact among functional areas for QC-related issues
- Manages the bio-analytical and cell-culture cGMP clinical testing laboratory for drug potency analyses by in-vitro cell-based bioassays and ELISA-based binding assays
- Works closely with the bioassay development group laying out the requirements and ensuring that the bioassays are ready for clinical / commercial routine resting environment
- Work with relevant SMEs laboratory management to determine best practices for bioassay and binding assay design and execution
- Coordinate activities with method development team, QC Commercial Testing Manager and Assay validation manager, ensuring consistent timelines and priorities for all method transfers and validation-readiness
- Receive assays from bioassay development team and implement them in the QC Clinical laboratory

- BA/BS in chemistry, biology or related field with 5+ years of relevant experience, preferably in the pharmaceutical or biotechnology industries
- Requires excellent written, verbal and interpersonal communication skills and the ability to effectively interact with all levels both within and outside the company
- Support bioassay method transfer activities into QC, within QC, and from QC to external partners
- Support reviewing, drafting and revisions of bioassay related SOPs in association with development group
- Support and approve investigations into atypical and OOS test results obtained during product testing
- Represents QC at meetings to understand manufacturing and clinical development needs and priorities, and provide analytical information and expertise