



# Example of Quality Assurance Inspector Job Description

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Our company is searching for experienced candidates for the position of quality assurance inspector. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for quality assurance inspector

- Coordinates, administers and maintains the Quality Control Inspection, Annex Internal Auditor and CAPA (Corrective Action Preventive Action) Programs
- Prepares and submits all Contract Data Requirements (CDR)
- Lead 5S+S Inspection Team twice a month on random inspections
- Demonstrates the ability to multi-tasking and complete assignments while fostering a team approach
- QA inspection of bottled products and kits/sets
- Review and verification of completion of batch records and release products to Finished Goods Inventory
- Assist in pulling and maintaining retains
- Create and update Quality Notifications for process and product deviations or variance
- Manage temperature monitoring for all QA freezers
- Storage and handling of QA retain samples

## Qualifications for quality assurance inspector

- Ability read blue prints and use inspection equipment
- Must demonstrate understanding of QA systems and experience in FDA, GMP, and ISO regulations
- Bachelor's Degree in related field or specific combination of education and experience in administration of quality control programs

- Good written and oral communication skills, ability to read, write and understand English