



Example of Quality Control Supervisor Job Description

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Our growing company is looking for a quality control supervisor. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

Responsibilities for quality control supervisor

- Escalate and initiate product quality investigations
- Maintain department ISO documents and support of site initiatives through internal audit programs, quality investigations, and product performance reviews
- Manage Quality Control team and compliance activities to achieve key site and corporate objectives
- Effective verbal and written communication with team members and other departments of the organization
- Ability to successfully work on cross-functional basis with other site supervisors
- Familiarity with writing product transfer and USP/vendors' method verification protocols and reports
- Ability to write effective out-of-specification (OOS) investigation and out-of-trend (OOT) reports
- Collaborate and work effectively within the Quality Control groups other departments
- Represent the quality control department and departmental functions on company projects/committees
- Maintain and store complete and accurate QC records

Qualifications for quality control supervisor

- Strong verbal and written communication, interpersonal, and leadership skills
- A minimum of a Bachelor's Degree, preferably in a related science or technical discipline, with 5+ years of experience in a regulated laboratory environment is required
- BS/MS in Microbiology or equivalent, with at least 5 years industry experience or similar in a GMP environment (biotech or biopharmaceutical industry)
- Proficient with the assays in QC microbiology and raw material testing (Bioburden, Endotoxin, sterility, Total Organic Carbon)
- Knowledge and 'hands on' experience in microbial identification is preferred