



# Example of Quality Project Manager Job Description

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Our company is growing rapidly and is hiring for a quality project manager. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for quality project manager

- Obtain requirements, evaluate and determine objectives, goals, and scope of multiple complex projects
- Network across organizations and multiple lines of business and regions to drive initiatives, strategies, issue resolutions, and alignment
- Create, monitor and provide ongoing communication to appropriate stakeholders
- Provide counsel, coaching, and facilitation on the effectiveness of a team growing their capabilities for organizing, managing, and making decisions
- Identify risk areas and recommend alternate strategies to leadership that address concerns
- Manage interdependencies or dependencies between projects or programs
- Manage project process documentation
- Build and maintain client relationships that generate repeat business to grow the Air Quality service area in Alaska
- Develop, implement, and manage programs in collaboration with the Directors of Clinical Services as required for Medicare, Medicaid, Marketplace and SDOH improvement programs including but not limited to CCIP, QIP, PIP, QIS, and MOC
- Collaborate with Clinical Services staff to understand the results of program performance and develop improvement plans

## Qualifications for quality project manager

- Ensures adherence to local, US Region, Global Sandoz and Novartis procedures/policies including but not limited to QM/QD, 21 CFR Part 11, ER/ES, ISEC, IGM and GxP/Regulatory Compliance
- Subject Matter expert in Computerized System Management for Empower, LIMS/SHAPE LIMS, NuGenesis, HPLC, GC, UV, IR, TOC, IMS, OmniCon, Celsis, and other local Laboratory Computerized Systems as required
- The QC Project Manager will be responsible for managing the System Administrator responsibilities for GxP computerized Systems
- Assists with ensuring on-time closure of investigations and other Key Quality Indicators where needed