



# Example of Quality System Engineer Job Description

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Our company is searching for experienced candidates for the position of quality system engineer. 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 system engineer

- Assist in compiling documentation following lessons learnt workshops and in submitting it to the client
- Follow up on the audits / reports with the package Quality Managers to ensure compliance to the agreed audit schedule
- Provide induction to new staff on the Company's QMS
- Carry out occasional site visits to follow up on non-conformances or to carry out audits on contractors
- Execute day-to-day document and engineering change requests
- Open, monitor, and track performance for all CAPAs
- Review documentation (records, procedures, work instructions, forms ) to ensure that it is accurate, complete, and compliant with the process and requirements of the quality management system / GMP
- Direct Gigafactory EPC team disciplines (mechanical, process, electrical, CSA) to effectively produce robust designs for key innovative systems and drive process improvements through quantitative analysis
- Analyze operational performance of equipment designs and recommend key improvements for future factory phases
- Develop Key Performance Indicators for factory equipment and systems

## Qualifications for quality system engineer

- 3-5 years of technical experience, 1-3 years in medical device industry preferred

- Support the business during internal and external audits
- Implement, maintain, and/or improve the quality system to meet or exceed regulatory and ISO compliance and conducts training as appropriate
- Provide periodic updates and escalations on Document Control matters
- Responsible for the creation, maintenance and integrity of the Quality System, Procedures and Forms