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Example of Senior Quality Manager Job Description

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Our company is growing rapidly and is hiring for a senior quality manager. To join our growing team, please review the list of responsibilities and qualifications.

Responsibilities for senior quality manager

- Responsible for training and mentoring associates in Quality department
- Quality performance measurement and analysis
- Administration of policies and procedures, quality records, and external certifications
- Manages and meets customers' expectations for quality through the management of the CQE team
- Coordinating the performance of audits to assess compliance to quality and regulatory requirements both internally and at Contract Manufacturer locations
- Coordinating and hosting all customer, regulatory and registrar audits on behalf of the site and assume responsibility for ensuring corrective actions meet customer and company expectations
- Designing, developing or facilitating the delivery of related training both internally and at the Contract Manufacturer locations in response to site needs relative to quality and regulatory requirements
- Providing guidance/arbitration and required decisions in interpretation of quality and regulatory requirements to support business objectives
- Acting as Site Quality Leader and Management Representative in accordance with AS9100
- Assessing skills and talent and continuously developing team capability in response to business, customer and regulatory needs.

Qualifications for senior quality manager

- Minimum of seven years progressive experience in the regulatory compliance environment
- Minimum of five years Quality auditing experience in the Biotechnology or Pharmaceutical industries required
- Strong knowledge of CGMP concepts
- Must be able to interpret and apply GMP regulations and guidances with supervision