



## Example of Supplier Quality Assurance Job Description

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

### Responsibilities for supplier quality assurance

- Reviewing and analysing on a regular basis the concerned Support departments (Quality, Purchasing and Repair), the key performance indicators for suppliers, and the customer needs that are part of the GMA (General Maintenance Agreement), and initiating the resulting actions determined to be necessary (audits, product investigations, quality assessments, conference calls)
- Together with the concerned ATR departments (Technical Support, Engineering, Airworthiness, ), analysing non-conformities reported by airlines and initiating corrective action requests to the concerned suppliers via the ISQS (In-Service Quality Survey) procedure
- Ensure the execution of policies timeliness and quality deliverables
- A minimum of 5 years of experience, within a high volume manufacturing environment background
- A minimum of 3 years working in an SQA or Quality function role previously conducting supplier assessments and qualification tasks
- Ability to demonstrated sound and comprehensive problem solving capabilities / skills (A3 thinking preferred), can coach others as well lead teams in complex problems solving activities
- Sound new product launch experience applying and leading all aspects of quality through a new product introduction process on multiple occasions
- Experience with the application and execution of Advance Quality Planning methods tools and techniques

- The ability to work as an engineer in a company that is driven by technology and Quality

### **Qualifications for supplier quality assurance**

- The ability to influence and negotiate at all levels of the organization
- Knowledge of basic Quality skills (standards, tool ), configuration and change management
- 10-15 years' experience in the medical device industry, with progressively responsible experience leading quality assurance organizations, preferably in supplier quality
- Business Acumen - Understands how business works
- Problem Solving - Demonstrates a basic level of root-cause analysis
- Functional/Technical Skills - Basic level of product manufacture, inspection, testing, and inspection technology