



# Example of Technician, Quality Assurance Job Description

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Our company is looking for a technician, quality assurance. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

## Responsibilities for technician, quality assurance

- Lead investigations of quality issues reported from all sources such as customer service, warranty and suppliers
- Support Quality Supervisor in reporting and communication of issues to suppliers' CAR/PAR process and verification of effectiveness
- Perform detailed product inspection and testing as needed to applicable regulations and standards for all product categories
- Prepare quality data for supplier and customer audits for internal purposes
- Assist with QC wet chemistry, from grape to finished wine, as requested by winemaking team
- Advise bottling personnel in quality control issues
- Communication (Material Safety Data Sheets) program and internal audits
- Provide QA support to expanding range of Product Lines
- Operate Device Calibration Process
- Help with routine Plant Maintenance activity

## Qualifications for technician, quality assurance

- Ability to become competent in operational systems such as Lab, MRP and Warehouse
- Knowledgeable in cGMP requirements as it relates to a topical OTC manufacturing laboratory

- Calibrations of instruments and standardization of solutions
- Ability to test in an organized approach (grouping like test) to maximize testing efficiency
- Ability to interpret test data and report suspect findings to the Chemist/Advisor