

Quality Control Manager Job Description

Duties and Responsibilities:

- Establish quality procedures, standards, and specifications for a company
- Collaborate with an organization's purchasing manager to ensure raw materials from external suppliers meet quality requirements
- Set and enforce standards for health and safety during work operations
- Carry out research to identify ways to reduce waste and maximize resources
- Ensure manufacturing processes are in compliance with both national and international standards of production
- Conduct surveys to identify customer requirements and ensure they are being met by established quality standards
- Proffer recommendations to company management on ways to improve on existing quality processes
- Collect, compile, and analyze relevant quality statistical data to obtain information regarding quality performance
- Supervise technicians, inspectors, and other company staff to ensure they perform their duties in line with established quality procedures
- Monitor product development processes to identify deviations from quality policies
- Conduct tests to verify the quality of raw materials and finished products
- Review existing process and product specification to identify the need for improvement or upgrade
- Approve compliant products and reject defective ones
- Prepare and present reports to update upper management on quality activities
- Maintain proper records of quality test, procedures and standards.

Quality Control Manager Requirements – Skills, Knowledge, and Abilities

- **Education and Training:** To become a quality assurance manager, you require a Bachelor's degree in business management or administration. Some quality manager jobs may require industry-specific disciplines such as engineering, polymer science technology, and applied sciences. Most quality managers advance in their careers from lower positions, thus have prior experience as a quality officer or technologist
- **Analytical Skill:** Quality control managers are able to conduct tests to ensure a product or material falls within established quality specification
- **Interpersonal Skill:** They are able to work with team of quality assurance personnel to make sure raw materials and final products meet set standards of quality
- **Organizational Skill:** They are adept at planning and developing standards, procedures, and best practices for ensuring product quality.