

Quality Control Analyst Job Description

- Responsible for undertaking operations necessary for quality testing within quality control
- Ensure that safety standards and cleanliness of laboratory are maintained
- Provide training to other analysts to perform laboratory procedures and assays
- Undertake visual inspections of finished products
- Participate in internal assessments and audits where necessary
- Responsible for identifying and troubleshooting equipment problems
- Conduct assessment on new technologies and methods to make recommendations regarding their usage
- Write or document deviation reports, testing protocols, and trend analyses in a technical reports
- Write/revise standard quality control operating procedures for the organization
- Report or conduct investigation on questionable test results
- Responsible for calibrating, validating, or maintaining laboratory equipment and devices before usage
- Responsible for the compilation of laboratory test data to perform appropriate analyses
- Provide appropriate paperwork for various stages of processing monitored in compliance with specifications.