

# **Quality Manager Job Description**

# Quality manager job description included elements such as:

- Quality manager duties
- Quality manager qualifications
- Quality manager traits
- Quality manager job information
- Quality manager templates
- Quality manager work conditions

# **Key duties/responsibilities for quality manager**

- Works with Authorities to implement workforce plans; oversees all production activities within the department; participates in interview process and new employee orientations as needed and appropriate.
- Ensures that all supervisors are appropriately trained and that the supervisors appropriately train line workers.
- 3. Provide quality related support for the Plant.

# Continues.....

- Gather and analyze transactional data and identify opportunities for improvement.
- Supervise the Accounts Receivable function to ensure proper billing and collection.
- Conduct occasional field inspections of product, delivery and installation quality and provide feedback as needed. Gather/maintain data to ensure issues are being addressed and corrected in a timely manner.

# Continues.....

- Develop relationships and provide feedback to all areas of the organization.
- Manage & participate in continuous improvement initiatives.
- Special projects as assigned
- Maintains work area consistent with 5S program and training.

# Key job qualifications for quality manager

- Qualifications: Engineering or related discipline.
- Experience of Quality, Engineering or related experience.
- Knowledge of International Standard ISO 9001 Quality Management Systems.
- Certification by the American Society for Quality (ASQ) as a Certified Quality Engineer (CQE), Certified Six Sigma Black Belt (CSSBB), or Certified Quality Manager (CQMgr) is preferred.
- Knowledge of manufacturing, services and quality practices.
- Experience with quality improvement tools and techniques (i.e., Lean, Six Sigma, Statistical Process Control, and Failure Mode & Effects Analysis).
- Demonstrated leadership, project management, facilitation and problem solving skills.
- Must demonstrate effective verbal and written communication skills.