***Quality Manager Job Description***

Rework this job description with your hiring managers to correctly represent what your company is envisioning for this position.

We are seeking a diligent quality manager who can ensure the efficiency and quality of our products and processes. This person has great attention to detail and will follow the raw materials through to the final product while inspecting, assessing, and optimizing the journey all along the way. This is a very important position, and the goal is to have someone who takes responsibility to drive sustainable growth while meeting customer expectations.

***Quality Manager Job Duties***

*Please review this list of job duties and change any that don’t match the needs you have for this position.*

* Train and supervise production staff
* Review and set product and process specifications
* Set and monitor supplier requirements for raw materials and/or intermediate products
* Optimize accurate quality assessments and perform detailed inspections
* Develop quality control processes that meet customer requirements
* Improve production efficiency and sustainability
* Ensure the adherence to legal and safety standards of product design
* Evaluate and pass/reject final products according to quality standards
* Determine product recalls
* Gather product feedback and communicate with customers
* Track and maintain quality assurance data
* Produce reports for upper management

## *Quality Manager Job Requirements*

Read through this list of job requirements and adjust as necessary to meet your educational and experiential expectations.

* Bachelor’s degree in business management, quality management, manufacturing management, engineering, or similar
* 3+ years of experience in quality assurance or manufacturing preferred
* ISO 9000 or similar certification is strongly preferred
* In-depth understanding of quality control procedures, regulations, and laws
* Able to produce detailed, data-driven reports using analysis and statistical methods
* High-level verbal and written communication skills
* Very detail-oriented