

# Quality Assurance: Associate Manager, Quality Assurance

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Manages the total quality function of a plant or group of plants. Ensures adherence to, and compliance with, established company quality policies, practices, SOP's and federal regulations. Ensures quality of materials purchased, processed, manufactured and/or distributed by the company. May be responsible for on-site training.

## **Management Role**

Accomplishes results through lower level subordinate supervisors or through experienced exempt employees who exercise significant latitude and independence in their assignments.

## **Policy and Strategy**

Administers and executes policies, processes and procedures that affect subordinate employees and the workflow of the work area.

## **Freedom to Act**

Assignments are task or activity oriented. Work is reviewed for soundness of judgment and overall quality and efficiency.

## **Impact**

Decisions impact work area operations. Erroneous decisions or recommendations or failure to achieve results might cause delays in schedules and require the allocation of more people and financial resources.

## **Liaison**

Interacts internally primarily with subordinates and other supervisors. External interaction is typically with suppliers, vendors and/or customers. Primary purpose of liaison is information sharing and basic problem resolution.

## **Operations Involvement/Direct Work Involvement**

Develops, coordinates and implements data accumulation and information systems to provide the management visibility for immediate corrective action and cost reduction for quality and reliability issues. Establishes, issues and maintains control of the Product Assurance manual and related policies and procedures. Continuously audits all functions/departments in each operating facility against procedural content and affects corrective action of either the applicable procedure or the activity involved. Measures, evaluates and reports on the effectiveness of Inspection and Tests through verification inspection of hardware against inspection and test processes. Coordinates and controls the status of customer complaints.

## **Minimum Education and Experience**

Bachelor's Degree in Finance, Business or a related field and 7+ years of diverse professional experience in all areas of Finance which may include 3+ years of supervisory responsibilities.