

# Quality Management: Associate Manager, Quality

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This description is intended for job classifications that have supervisory/management responsibilities over more than one functional area in this family or over the entire job family.

## **Management Role**

Accomplishes results through lower level subordinate supervisors or through experienced exempt employees who exercise significant latitude and independence in their assignments. Administers and coordinates the activities of Incoming Inspection, In-process Inspection, Final Inspection, Production Test, Customer Sell off, Calibration and Instrument Resources.

## **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, 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. Reviews department technological requirements and recommends appropriate in-house or outside training.

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

Functions as advisor on all projects and tasks assigned to the organizational units under supervision. Becomes actively involved only when subordinate supervisor or staff members require assistance to meet established schedules or to resolve complex technical or operational problems.

## **Minimum Education and Experience**

Bachelor's Degree in Electrical or Mechanical Engineering and 7+ years which may include 2+ years of previous lead or supervisory responsibilities.