



Job Title	Quality Technician	Reports to	Quality Manager
Job Description			
<p><b>ROLE AND RESPONSIBILITIES</b></p> <ul style="list-style-type: none"> <li>• Ensure job descriptions for all staff members are aligned with the Quality plan.</li> <li>• Investigate manufacturing product quality and compliance issues using 6 sigma methodologies.</li> <li>• Support raise, manage and close CAPAs, NC's &amp; Customer complaints in line with business needs.</li> <li>• Provide manufacturing QA support to process and product development projects.</li> <li>• Provide training for personnel where necessary.</li> <li>• Develop training and documentation materials for production.</li> <li>• Complete new start inductions and GMP training as required.</li> <li>• Support the maintenance of the Quality Management System for the Site.</li> <li>• Coordinate and implement Change controls in accordance with business needs.</li> <li>• Ensuring projects meet quality requirements.</li> <li>• Ensure procedures are written, approved and implemented in line with Quality plan.</li> <li>• Support internal audits to ensure compliance to QMS.</li> <li>• Implement continuous improvement process as required</li> <li>• Support, promote and maintain 6S throughout the site</li> </ul> <p><b>EXPERIENCE/EDUCATION/SKILLS</b></p> <p><b>REQUIRED:</b></p> <ul style="list-style-type: none"> <li>• Minimum level 7 degree or equivalent work experience.</li> <li>• Minimum 2 years industry experience in medical device or pharmaceutical industry.</li> <li>• Strong written and oral communication skills.</li> <li>• Strong computer skills.</li> </ul> <p><b>Desired:</b></p> <ul style="list-style-type: none"> <li>• Self-motivated &amp; capable of working on your own initiative to deliver business &amp; Quality goals.</li> <li>• Experience in Validation or New product development</li> </ul> <p><b>ADDITIONAL NOTES</b></p> <p>Tasks and responsibilities will vary with all positions and the scope of each role may not be limited to the contents listed on this job description. The employee's manager is responsible for communicating any changes deemed necessary to the quality department. It is the employee's responsibility to adhere to company procedures and GMP in Croom Precision Medical as part of their job description.</p>			