

Job Description:

### Quality Assurance Manager

ADH, an established manufacturer of dietary supplements, is seeking a Quality Assurance Manager with experience in managing quality systems in a dynamic health care manufacturing environment, with the following job function:

- Oversee and manage the Company's Quality Assurance practices in a GMP compliant manner
- Assure ongoing compliance with quality and industry regulatory requirements.
- Provide employee training on GMP compliance related topics, policies and procedures.
- Analyze data to identify areas for improvement in quality system.
- Investigate customer complaints and nonconforming issues. Implement appropriate and effective corrective and preventive measure(s).
- Liaise with various departments to modify standard operating procedures, and create new ones as needed
- Operate and manage a budget for Quality Assurance departments with an objective to optimize expenses
- Implement qualification practices as needed
- Lead client, third-party, and FDA quality assurance audits along with senior management
- Liaise with vendors to obtain needed regulatory information for ingredients and with customers to respond to regulatory inquiries
- Utilize industry knowledge & contacts to build a supporting team, under a budget, and support the company's growth efforts
- Organize personnel in QA department and implement appropriate key performance indicators

The candidate will be provided with an exciting and lucrative opportunity to participate in the company's growth

Qualifications:

The candidate is expected to bring a high-degree of value to the company through industry experience, knowledge, and contacts from the first day. An ideal candidate will have the following qualifications:

- Experience in health care manufacturing, preferably of dietary supplements, and demonstrable knowledge of relevant quality systems
- Knowledge of the industry's regulatory environment, specifically with 21 CFR 111. Experience with quality audits and with the FDA is a plus.
- Familiarity with Lean manufacturing principles and of solid-dosed, liquid, and powder manufacturing processes, machinery & equipment.
- Experience in managing cross-functional teams commonly found in a manufacturing organization

- Knowledge of laboratory and manufacturing information systems. Familiarity with laboratory (analytical and microbiology) instrumentation, notably including HPLC, GC, FTIR, ICP-OES and ICP-MS is a plus
- Excellent leadership, organizational, and communication skills. Experienced, yet energetic, and innovative.
- Entrepreneurial and small business experience is a plus. Chemistry, engineering, R&D background also a plus.
- Bachelor's degree (at minimum) and relevant industry experience. Graduate degree is a plus.

Please send you resumes/applications to [jobs@adhhealth.com](mailto:jobs@adhhealth.com)