ROBERT SMITH

Jr. Senior Quality Assurance Specialist

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SUMMARY

Reliable and accurate Senior Quality Assurance Specialist professional who delivers courteous service at all times. Skills & Certified Quality Auditor with extensive knowledge of auditing quality systems and manufacturing operations.

CORE COMPETENCIES

Word Processing, Microsoft Office.

PROFESSIONAL EXPERIENCE

Jr. Senior Quality Assurance Specialist

ABC Corporation - May 2011 – June 2015

Key Deliverables:

- Supervises team of 7 employees (1 QA specialist, 3 QA assistants, and 3 visual inspectors) to perform tasks related to QA unit such as batch record review, validation protocols review, 100% inspection, product sampling, and raw materials release.
- Supervises QA assistants for sampling of raw materials and finished products.
- Performs final review of batch records and the associated documents subsequent to the initial review by QA specialists.
- Schedules, coordinates and oversees the 100% inspection and AQL inspection for final products.
- Acts as a designee to the QA manger and assist in lot final disposition as needed.
- Conducts and serves as lead coordinator for investigations and corrective and preventive action (CAPA) recommendations.
- Conducts annual internal audit on manufacturing department and assist in compliance audits as required.

Senior Quality Assurance Specialist

Delta Corporation - 2008 – 2011

Key Deliverables:

- Review executed manufacturing batch records for completeness, correctness, compliance.
- Review validation reports and protocols.
- Ensure that appropriate manufacturing in-process controls are implemented by production department and that procedures and specifications are appropriate and followed.
- Audit local suppliers of raw materials and packaging components for compliance to policies and procedures.
- Responsible for sampling of intermediates and finished products from each lot to obtain representative samples.
- Participate in materials release procedures.
- Assist in quality investigations as needed.

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EDUCATION

- Bachelor of Pharmaceutical Science - 1996(School of Pharmacy)

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