

# Quality Manager

Fulltime | Chalgrove Oxfordshire, Great Britain

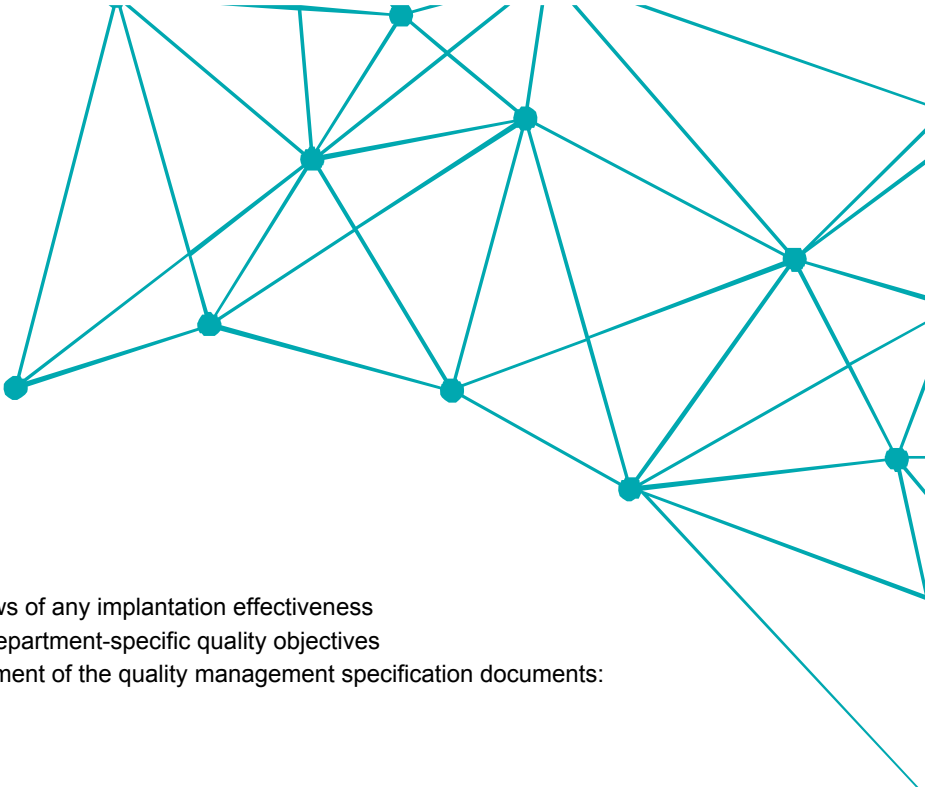
## #Job Summary

A clear communicator with experience of implementing and maintaining ISO Quality management systems. Establishing, maintaining and further developing the quality management system (strategic/operational). Development of the basic requirements for certification according to ISO 9001, ISO 45001 and ISO 27001. Communicating the quality principles to promote quality awareness across the UK business. Contact person for cross-departmental and company-wide quality topics. The right calibre candidate will find this role stretches their abilities and support their learning and development within the team to have a positive impact within our business.

## #Duties and responsibilities include, but are not limited to:

- Contact person for the business for department-specific documents and interdepartmental quality topics
- Analysis of quality gates across this business
- Realisation of the requirements of the quality management
- Preparation as well as evaluation and assessment of quality-relevant key figures
- Communicating the quality principles to promote quality awareness across departments
- Regular coordination of quality topics with the executive management of the KNAPP UK Board
- Strategy development for quality management across departments
- Professional guidance for the planning and realisation of the company-specific quality policies and quality objectives
- Evaluation of audit results and customer surveys
- Planning and evaluation of internal audits with audit assessment as well as ensuring professional exchange with other institutions in the field of quality management
- Regular quality controls and updating of processes, roles and documents
- Interpretation and reporting of quality-relevant key figures
- Planning and implementation of quality-relevant training measures for employees and managers
- Strategic & Operational implementation of quality measures and initiatives for the improvement of the quality

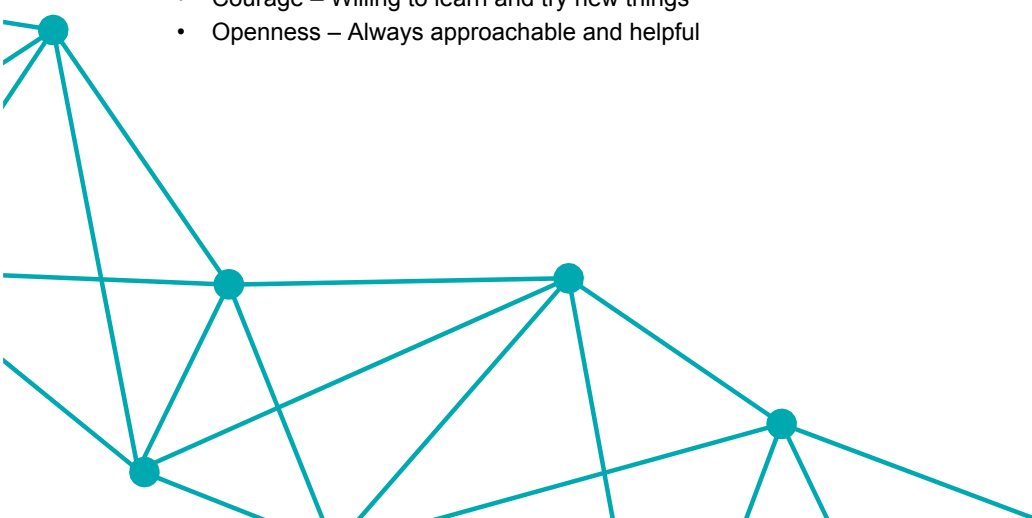


- 
- management systems including any reviews of any implantation effectiveness
  - Professional guidance in the planning of department-specific quality objectives
  - Preparation, updating and further development of the quality management specification documents:
    - Organisational
    - Work and process instructions
    - Other strategic/operational documents
  - Realisation, maintenance, continuous review and assessment of the further development of the quality management system
  - Advising managers and employees on all quality management topics
  - Review and approval of internal and external quality-related documents and information
  - Acting as a role model (exemplifying quality and error culture) in the own department and across departments

## #Skills, qualifications and experience

- Proven experience as a quality manager minimum 5 years
- A keen eye for detail and a results driven approach to quality
- Outstanding communication skills
- Excellent organisational
- Proficient in MS Office
- In depth understanding of quality control procedures and relevant legal standards
- Excellent mathematical abilities and working knowledge of data analysis/statistical methods
- Certification of quality control is a strong advantage (ISO 9000 etc.)
- Experience in the interpretation and application of an ISO quality management system
- Experience in the implementation of a document/information management
- Experience in the maintaining of a company's quality management system

## #Important behaviours to have in line with our company values

- Appreciation – Recognises the achievement of others
  - Creativity – Is resourceful and innovative
  - Courage – Willing to learn and try new things
  - Openness – Always approachable and helpful
- 



- Reliability – Consistently gives their best

## #Company benefits

- KNAPP will contribute up to 6% pension
- Private healthcare, including optical, dental and hearing cover
- Life Assurance
- Cash-back Health care scheme, including private medical excess cover
- Benefit portal offering lifestyle discounts
- Access to Pinktum for a variety of training courses
- Employee assistance programme
- Ride-to-Work
- Employee referral scheme
- Employee of the Quarter awards

