

Gary White

Quality assurance supervisor

AREAS OF EXPERTISE

Quality Management

Quality Control

Quality Assurance

Audits

Quality reviews

Operational effectiveness

PROFESSIONAL

*Assessment and Internal
Quality Assurance
(City & Guilds)*

PERSONAL SKILLS

Influencing skills

Attention to detail

PERSONAL DETAILS

*Gary White
34 Anywhere Road
Coventry
CV6 7RF*

T: 02476 888 5544

M: 0887 222 9999

E: gary.w@dayjob.co.uk

DOB: 12/09/1985

Driving license: Yes

Nationality: British

PERSONAL SUMMARY

A highly efficient, methodical and talented quality assurance supervisor who has considerable experience of developing and implementing effective quality control processes and structures in a manufacturing and corporate environment.

Possessing a good understanding of the essentials of safety and quality. Strong customer service experience, and a background of achievement in supporting all levels of management & working to set schedules and deadlines.

Looking for a company which will challenge my problem solving skills and allow me to continue to develop my knowledge and potential.

WORK EXPERIENCE

Manufacturing Company – Coventry

QUALITY ASSURANCE SUPERVISOR June 2008 - Present

Responsible for maintaining all aspects of the site quality management. Supervising all regulatory compliance activities and helping to enforce quality assurance policies and best practice principals covering the safety, design, production and inspection.

Duties:

- Responsible for monitoring and maintaining quality and compliance targets.
- Monitoring and auditing of products to ensure high standards of quality.
- Ensuring products comply with legislation and quality assurance codes.
- Ensuring that all QA Tests are carried out on time and in full.
- Delivering presentations to an audience of Manager Level within the business.
- Provide weekly and monthly reports to senior managers on performance.
- Identify training needs and recommendations to improve customer experience.
- Keeping quality documentation up to date.
- Making sure that all QA records, data & information are available to managers.
- Arranging the repair of any QA / related equipment that is malfunctioning.
- Ensuring non-conforming products are identified and placed on restriction.
- Responsible for the review and update of the programme quality plans.
- Awareness of regulatory requirement and customer service expectations.
- Ensuring activities in the quality plan are carried out.
- Coordinating the investigation of customer complaints.
- Preparing and analysing information for the purpose of Management Review.
- Giving specialist quality assurance advice to the company departments as required.

KEY SKILLS AND COMPETENCIES

- Able to work to a high degree of detail.
- High level of competence using Microsoft Excel to create automated reports.

ACADEMIC QUALIFICATIONS

BSc (Hons) Food Safety and Quality Assurance
Nuneaton University 2005 - 2008

A levels: Maths (A) English (B) Technology (B) Science (C)
Coventry Central College 2003 - 2005

REFERENCES – Available on request.

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