

# Cooperative Resources International

## POSITION OPENING

**Title:** Quality Assurance and Control Specialist

**Accountable to:** Customer Service Manager

**Location:** Verona, WI

### Position Objective

AgSource Cooperative is seeking a Quality Assurance and Control Specialist to develop quality assurance plans by identifying critical control points and preventive measures, monitoring procedures, corrective actions, and verification procedures. This successful individual will assure consistent quality of production data by developing and enforcing good practices, validating processes, and providing documentation.

In this position, the individual will define quality measurements for data accuracy, completeness, and timeliness and support all AgSource DHI quality certification activities. It will be the goal of this person to enhance the competitive position for AgSource with an emphasis on delivering on-time, high-quality products.

### Major Areas of Responsibility

- Assist in the daily processing of DHI products and services and delivery to clients by running daily operating processes, performing data quality checks, providing technical support for clients, field staff, and lab staff.
- Establish product quality testing procedures in coordination with staff and ensure testing is well defined, planned and executed. Ensure every phase and feature of the product is tested and any potential issue is defined and resolved before the product is launched.
- Validate that new and current products and services meet design specifications and requirements using SQL Server database tools.
- Analyze extensive data, identify discrepancies and inconsistencies, interpret test results, compare them to established specifications and make recommendations on a course of corrective action.
- Participate in external audits conducted by Quality Certification Services.
- Participate in educational, professional, and industry activities.

### Qualifications

- Associate's degree in Quality Assurance and control or related field with two to four years of related experience
- Have strong, complex problem solving and organizational skills with the ability to pay attention to detail
- Ability to successfully manage multiple projects, including all aspects from establishing objectives, developing and executing action plans, meeting goals on time and interpreting data and results.
- Ability to work in a team environment as well as possess effective communication skills.
- Excellent people and communication skills are a must
- Experience working with Microsoft products.

**Please apply no later than May 11, 2015. Posting may close prior to the deadline date if the position is filled.**