

## Quality Assurance Coordinator Interview Questions

1. Tell me about the last time you stopped production for a product defect.
2. Describe a time when your up-to-date knowledge of studies, advances in technology, or changing standards helped your company.
3. Share an experience in which you reviewed and approved quality plans submitted by a contractor. How about plans you did not approve?
4. Tell me about the last budget you generated and/or operated.
5. Tell me about a new testing or sampling methodology or technology which you found very useful.
6. Share an experience in which you selected and implemented quality control equipment which you were happy with.
7. Tell me about a production sample you analyzed and were happy with the quality. How about a sample which was not of good quality?
8. Share an experience in which you successfully audited a subcontractor facility.
9. Tell me about a time when examining materials, samples, or products, helped you to better meet testing or inspection standards.
10. Tell me about the last documentation for regulatory submissions or inspections you reviewed.
11. Share an experience in which you reviewed and updated standard operating procedures or quality assurance manuals. How did this increase your company's efficiency or improve production?
12. Tell me about the last report you produced regarding nonconformance of products, production quality, root cause analyses, quality trends, or something similar.
13. Describe a time when your participation in the development of product specifications helped improve a product.

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14. Share an experience in which your monitoring of new product development helped you identify a problem and prevent it before mass production.

15. Provide an example of a time when you successfully instructed vendors or contractors on quality guidelines, testing procedures, ways to eliminate deficiencies, or something similar.

16. Share an experience in which you effectively instructed staff. What made your instruction effective?

17. Share a time when you identified a problem or an area that needed improvement and recommended a solution which brought about good results.

18. Tell me about a time when you successfully identified critical points in a manufacturing process. What kind of sampling procedures did you establish at these points?

19. Tell me how you tracked quality control data in your last job.

20. Tell me about a time you successfully created and implemented inspection and/or testing criteria.

21. Share an experience in which conferring with a marketing or sales department helped your company better define client requirements and expectations.

22. Provide an experience in which you effectively communicated quality control information to an outside department.

23. Describe a situation in which you analyzed control test results and provided feedback to management or staff. How did your communication skills help you succeed?

24. Provide an example of a time when you successfully directed workers engaged in testing activities. What made you successful?

25. Share an experience in which your monitoring of a quality control system (or other system) ensured that it was more effective or efficient.

26. Share an experience in which you directed a product testing activity during a production cycle which

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helped improve your product.