



# Job Opening: Quality Manager

We are looking for an experienced and motivated **Quality Manager** to strengthen our team and support our commitment to operational excellence. In this key role, you will oversee our Quality Management System (QMS), ensure compliance with industry standards, and drive continuous improvement across the organization.

## Your Profile – Qualifications & Competences

- Proven experience as a **Quality Manager**, preferably within the **transport or logistics sector**
- Strong sense of **cooperation, organization**, and structured working methods
- Excellent **communication** and **coaching** skills
- Solid knowledge of **quality systems and standards**, including:
  - ISO 9001
  - GDP
  - Ecovadis
  - Cybervadis
- Multilingual proficiency: **Dutch, (French), and English**, both spoken and written
- High level of **accuracy** in documentation and reporting

## Your Authorities

- Draft, sign, update, and maintain key **QMS documentation** (procedures, work instructions, manuals)
- Perform **internal audits** across all departments
- Act as the primary contact for **external certification bodies** and **customers** during audits

## Your Tasks & Responsibilities

- Manage and maintain all **procedures, work instructions**, and related **overview lists**
- Coordinate and follow up on **change requests** (control of changes)
- Organize and manage the **yearly SWOT analysis** for all employees
- Plan, coordinate, and manage all **external audits** (certification audits & customer audits)
- Perform **internal audits** for all employees and ensure follow-up of corrective actions
- Conduct **subcontractor audits** based on an annual audit plan, in collaboration with the Carrier Manager, and manage all related documentation
- Maintain, update, and improve all relevant **risk analyses** (e.g., DR/BV plan, general transport risk analysis, etc.)

## What We Offer

- A dynamic role with real impact on the organization's quality culture
- The opportunity to shape and strengthen our QMS and audit processes
- A collaborative environment where quality, safety, and continuous improvement are central
- Room for professional growth and development

## Interested?

Send your application to **[jobs@soncotra.be](mailto:jobs@soncotra.be)**. We look forward to getting to know you.