

QUALITY COMPLIANCE SUPERVISOR
HIRT & CARTER
DURBAN

CORE PURPOSE OF THE JOB:

The Quality Compliance Supervisor is responsible for ensuring that the organisation adheres to regulatory standards, internal quality policies, and customer-specific requirements. The role involves monitoring, auditing, and reporting on all aspects of quality compliance to ensure continuous improvement, risk mitigation, and operational excellence.

KEY PERFORMANCE AREAS:

- Monitor, review, and ensure adherence to internal quality systems and regulatory compliance requirements
- Maintain up-to-date documentation and records in line with quality standards
- Develop, implement, and maintain compliance policies and procedures
- Develop, update, and maintain SOPs, work instructions, and compliance documentation
- Promote a quality-driven culture and awareness of compliance expectations at all levels
- Track and report on quality metrics, trends, and areas for improvement
- Ensure compliance with applicable legal, safety, and environmental standards (e.g., ISO 9001, SANS, industry-specific requirements)
- Manage compliance related to PRO (Producer Responsibility Organisation) registration updates in alignment with the Extended Producer Responsibility (EPR) regulations

QUALIFICATIONS / EXPERIENCE:

- Relevant tertiary qualification in Operations Management, Compliance, or related fields with at least 3 to 5 years' experience in a quality assurance or compliance role within a manufacturing or technical environment
- ISO 9001 (or other ISO standards) knowledge and internal auditing certification (preferred)
- Experience with CAPA, risk assessment, and document control systems
- Strong understanding of laws and regulations applicable to the industry
- Advanced computer skills

BEHAVIOURS & ATTRIBUTES:

- Organized and systematic
- Excellent communication and interpersonal skills
- Strong analytical and problem-solving skills
- Strong administrative and numerical skills
- High attention to detail and organizational skills

The advert has minimum requirements listed.

Management reserves the right to use additional / relevant information as criteria.

Email: careers@hc.co.za

Closing date for applications is Wednesday, 29th April 2026.

HIRT AND CARTER (PTY) LTD

P O Box 74363, Rochdale Park, 4034. www.hirtandcarter.co.za

Durban 22 Tottum Road, Cornubia Industrial Business Estate, Ottawa South, Durban, 4339. Tel: +27 31 492 9000

Cape Town 21 Bree Street, Cape Town, 8001. Tel: +27 21 492 7500

Johannesburg Heaton Lane, Longlake 20, Modderfontein, 1609. Tel: +27 10 494 4000