

Quality & Compliance Coordinator
St. John's, NL
Reference # NH – RUT - 9547

The Opportunity

Our client is headquartered in St. John's, NL and is an industry leader specializing in radar signal processing technologies. On their behalf, Meridia Recruitment is seeking a Quality & Compliance Coordinator.

The Quality & Compliance Coordinator will take ownership of the coordination of the company's quality and information security certifications to ensure a seamless and efficient process across all levels of the organization.

You will serve as the Company's internal liaison for ongoing maintenance of ISO 9001 and ISO 27001 certifications. You'll support preparation for external audits, manage corrective actions, and work closely with cross-functional teams to develop, maintain, and organize policies, procedures, and audit evidence. You'll also track certification timelines and documentation, coordinate additional certifications such as IEC and DNV programs, and support company-wide training and awareness related to quality and information security standards.

What You Bring:

This is a hands-on, high-impact role for someone who thrives on building structure, driving audit readiness, and turning complex requirements into efficient, repeatable processes. By reducing audit friction and strengthening the Company's quality and cybersecurity posture, this role enables engineering teams to stay focused on building exceptional products—while giving the business confidence, credibility, and control.

- Post Secondary education in Business, Quality Management, Technology a related field, or equivalent experience.
- Strong organizational, documentation, and communication skills.
- Understanding of quality management systems and information security frameworks is considered an asset
- Experience working with ISO 9001 and/or ISO 27001 certification programs is an asset.
- Experience with ISMS or GRC platforms (e.g., Conformio) is considered an asset.
- Ability to work cross-functionally with technical and non-technical teams.

To express interest in this exciting opportunity, contact Andrew Abbott at andrewabbott@kbrs.ca or Victoria Westcott at vwestcott@kbrs.ca. If you require accommodation to participate in the recruitment process, please let us know.

Meridia Recruitment connects leading organizations with top talent by building strong relationships and creating ideal matches with candidates because we are only successful when you are. We appreciate your interest in this opportunity.