



QUALITY TECHNICIAN POSITION

Job Description Summary

Performs quality tests and/or comparisons of manufactured and/or purchased materials to established applicable standards, controlling all items of nonconformance.

Duties and Responsibilities

- Maintain 100% quality of parts at all time by using mathematical, logical, computer, and experience skills along with testing of parts with various types of QA equipment.
- Maintain 100% quality of all procedures from arrival of raw material to the final inspection of goods to customers.
- Maintain 100% of environmental, quality, and safety standards.
- Inspections of raw material, in process, final and 1st Pc in all departments.
- Layouts
- Control of Non-Controlling and Non-Conformance.
- Cross trained in other Quality Areas.
- Capabilities Studies (Data Collection).
- Follow ISO/TS, safety, and environmental procedures as well as department and corporate policies and procedures.

Authority

- Stop production if quality is not to standards.

Job Knowledge

- Basic computer skills
- Strong people skills, adaptable and a “roll-up-sleeves” work style.
- Maintain a high level of accuracy and detail oriented.
- Must have computer skills, utilizing Microsoft Office suites.
- Must be able to comprehend simple, sometimes detailed, oral and written instructions.
- Strong people skills, adaptable and a “roll-up-sleeves” work style.
- Maintain a high level of accuracy and detail oriented.
- Must have computer skills, utilizing Microsoft Office suites.

Abilities

- Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers and decimals.
- Ability to apply common sense understanding to carry out detailed and uninvolved oral instructions.
- Ability to lift up to 50 lbs.



Education and Training

- High School, GED or work experience equivalent.
- Steel toed shoes, safety glasses and ear plugs where required.

Tools and Equipment

- Micrometers, comparators, and calipers and all other tools as required.
- Hardness testers and various hand tools.
- Computer and other general office equipment.
- Steel toed shoes, safety glasses and ear plugs where required.

The duties listed above are intended only as illustrations of the various types of work that may be performed. Other duties may be assigned are not limited to the following listed above.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.