



Job description: Quality Inspector – Machining Center

Position Title: Quality Inspector

Exemption Status: Non-Exempt

Position Reports to: Dir. of Machining Operations **Date:** January 30, 2019

Position Summary: Maintains quality standards by inspecting and approving incoming materials and finished products according to C4 Welding company standards and customer specification. Responsible for ensuring all quality documentation is complete and accurate.

Position Responsibilities:

- Comply with all company and industry safety standards.
- Ability to interpret Routings, Engineering Spec's, blueprints, drawings and have a working knowledge of GD&T in order to conduct First Article, In-Process, and Final inspections on a variety of parts and assemblies using appropriate inspection equipment and quality documentation.
- Responsible for calibration programs that monitor and control production and QC gauges
- Approve or reject raw materials with respect to quality standards and record supplier performance.
- Determine the appropriate measuring equipment to include the FARO and other inspection tools such as, but not limited to, calipers, tape measure, micrometers, thread gauges, dial indicators, height gauges, internal and external thread gauges, ID/OD mics, bore gauges, and etc. to perform complex testing requirements with close tolerances and specifications.
- Confidentially skilled in surface plate inspection procedures on machined parts
- Capable of coordinating the inspection planning of a job
- Confer with vendors and others regarding inspection results preparing CAR's, PAR's and SCAR's as needed.
- Possess an understanding of ISO 9001:2015 and AS9100 requirements.
- Select output samples and check them using appropriate methods (measuring dimensions, parallelism, flatness and functionality, compared to specifications etc.)
- Maintain reports/records of testing, information and document any C of C reports needed by our customers.
- Monitor the use of equipment to ensure it is safe and well-maintained and discard any that doesn't meet requirements
- Prepare and submit reports as required, including documentation of plotting inspecting data
- Does work as apparent or assigned, while working with a team of Machinist, Fabricators, and Engineers.
- Keeps assigned work areas clean and organized to company standards.



Knowledge and Skill Requirements:

- Proven experience as quality inspector or relevant role
- A keen eye for detail and a results-driven approach
- Fundamental mechanical and mathematical inspection knowledge
- Familiarity with quality testing machines and systems
- Experience with Metrology a must
- Experience in reading and interpreting single part and assembly drawings
- Base knowledge in metallurgy and instrument calibration helpful
- Thorough knowledge of quality control standards and testing methodologies
- Certification of quality control is a strong advantage (ISO 9000 etc.)
- Working knowledge of MS Office
- Associates Degree with a minimum of 5 years of related experience preferred

Key Competencies:

- Collaboration and ability to adapt to changes
- Organization and detail oriented
- Responsible and trustworthy
- Communicate effectively with customers and employees.
- Work in a cooperative and team oriented environment

The employee is expected to adhere to all company policies.

Employee Signature_____

Date_____