

## Quality Control Inspector

### Requirements

- Must have general knowledge of manufacturing activities, processes, and procedures.
- Must have extensive knowledge of Inspection activities, processes, and procedures.
- Must have extensive knowledge of Metrology, including gauge repair.
- Must have basic mechanical ability to troubleshoot problems with production parts and fixtures.
- Must be able to work any shift or overtime as needed to support production.

### Responsibilities

- Ensure Proper use of supplies and labor so that costs remain within budgetary guidelines as established by staff. Ensure that work performed is necessary and contributes to the goals of the Quality Department and SMF
- Maintain clean and organized work areas at all times
- Support employees in order to achieve quality production standards per work orders
- Perform Receiving Inspections and properly document within the required time frame
- Perform set-up verifications, station checks, gauge calibrations, and weld certifications and audits and document results
- Operate all CMM equipment effectively and efficiently
- Program CMM for all production parts produced that require inspection to be done on CMM and also all finished goods that are to be received in using the CMM
- Inspect all rejected material and document
- Inspect gages that are in use for proper identification, current calibration status, and condition
- Re-inspect non-conforming material after rework has been performed
- Answer quality and print questions as necessary during the course of your duties
- Contact appropriate Production Supervisor, and Quality Manager, in a timely manner when nonconforming parts are found, and a disposition is needed. Properly fill out documents as required
- Ensure that production and/or shipping are not held up from a lack of support from Quality Department personnel
- Document clearly all information that will be useful for the upcoming shift
- Follow all safety rules and regulations
- Follow all company rules and regulations
- Perform all other duties deemed necessary by the Quality Assurance Supervisor, Quality Manager, or shift supervisor
- Repair gages, as needed; arrange for gage shipment to outsource calibration/repair service, as needed
- Order new or replacement gages, as needed
- Evaluate manufacturing processes, to ensure proper gages are in use at machine stations. Make recommendations for proper gauging required by the nature of the machine work
- Obtain required documents for PPAP parts, Dimensional reports, Appearance Approval Reports, and Photographs
- Create ROMER measure maps for parts inspected and submit for review to Quality Supervisor or Manager
- Perform Layered Process Audits (LPA) or Safety Audits at level 1