



## **JOB DESCRIPTION – SENIOR QUALITY CONTROL MANAGER**

The Senior Quality Control Manager will be very hands-on and will run a small team responsible for inspecting products at different phases of their life cycle to ensure they meet or exceed a given set of standards. This includes maintaining quality control processes, analyzing the results, and giving feedback and guidance to the production and engineering team. He/She will have strong organization skills, love to create and follow processes, is very disciplined, with a strong quality background with proven results.

### **Duties and Responsibilities:**

- Implement methods to inspect, test and evaluate the reliability of manufacturing processes, products, and production equipment.
- Assist with development of finished product and component receiving inspection procedures and requirements.
- Inspect, test, and/or measure materials, components, assemblies, etc. and compare these items to applicable requirements (e.g., drawings, approved process documentation).
- Maintain quality control records (e.g., inspection records) in an accurate, well organized, and timely fashion for easy retrieval and audit.
- Participate in the review of design, manufacturing, purchasing, and test documentation to ensure conformance to quality control standards. This can include review of drawings, specification sheets, production procedures, testing and inspection standards, supplier inspections and customer contract specifications.
- Make recommendations regarding facilities, equipment, personnel, procedures, and systems to carry out quality control function.
- Work with engineering and manufacturing to develop and implement quality control tests, inspect products at various stages, and write reports documenting issues (e.g., review manufacturing and assembly instructions for adequate point of inspection operations).
- Manage first article and local supplier source inspections, incoming, in process and final product inspection.
- Prepare and review quality metrics. Report serious or repeated failures or unreliability in quality of products. Recommends corrective actions or plans/programs for overall defect reductions in products.
- Maintain test equipment and cleanliness of the Quality Assurance Lab that include responsibility for in-house calibration program.
- Investigate, disposition, and conduct root cause and corrective actions.

- Assist with auditing, writing, revising, and verifying quality standards and developing forms and instructions for recording, evaluating, and reporting quality data.
- Monitor performance of quality control systems to ensure effectiveness and efficiency.
- Establishes, monitors, and reports on Key Performance Indicators (KPIs), as well as analyzes project KPIs, evaluates trends and provides improvement strategies (i.e., make sure we are measuring the right parameters).
- Other activities as required to support company objectives.

**Requirements & Skills:**

- Bachelor's degree in engineering and/or quality.
- Lean six sigma green belt or higher certification.
- Minimum 10 years' combined experience in the quality field that preferably includes a supervisory role as a Quality Manager or Engineering Manager, supplier quality engineer, quality assurance technician, etc.
- Strong desired to create and improve processes.
- Keen attention to detail.
- Ability to read and understand engineering drawings and specifications.
- Ability to use measuring devices (e.g., gauges, meters, and calipers).
- Excellent written and verbal communication skills, critical thinking and problem-solving abilities, and ability to prioritize, organize and manage time.
- Must be able to work independently and as part of a team.
- Proficient in MS Office and knowledge of data analysis.
- Knowledge of NetSuite MRP system a plus.
- Ability to travel (10-20%) which includes local travel to suppliers