



**Job Title:** QA Inspector

**Department:** Inspection

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**Summary:** QA Inspector is responsible for ensuring that product is conforming per company quality standards and customer specifications.

**Essential Duties and/or Responsibilities:**

This list of duties and responsibilities is not all inclusive and may be expanded to include other duties and responsibilities that may be necessary from time to time.

- Comply with all safety regulations.
- Comply with all Quality System requirements.
- Perform data entry tasks.
- Use a variety of measuring devices to inspect parts and verify conformance to specifications. This would include, but not limited to calipers, micrometers, dial indicators, height gages, thread rings, and plug gages.
- Calibrate applicable gages and measuring equipment per instruction.
- Assist with PPAP, SPC and other quality related customer documentation.
- Perform general preventive maintenance tasks on equipment.
- Train other employees to maintain or improve job skills.
- Contribute to continual improvement initiatives.
- Maintain departmental housekeeping standards.
- Perform other duties and responsibilities as requested or required.



### **Qualifications:**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Must demonstrate a quality and results driven approach.
- Must demonstrate a customer and company focused attitude.
- Ability to communicate effectively with other employees of the organization.
- Ability to work in a team-oriented environment.
- Ability to read and understand documents such as blueprints, drawings, work instructions, and procedures.
- Ability to write standard documentation.
- Ability to use a computer for daily activities.
- Ability to understand and use basic gages and measuring equipment.
- Ability to add, subtract, multiply, and divide in all units of measure.

### **Education/Experience:**

- High School diploma or equivalent.