JOINING
TECHNOLOGIES

Job Title: Quality Control Manager

Reports To: General Manager

FLSA Status: Exempt

Department: Quality Control

Division: Joining Technologies

Summary: To provide quality control and assurance of products to meet specifications and quality requirements by performing the following duties.

Duties and Responsibilities include the following. Other duties may be assigned.

1.   Maintains and reports product conformance to engineering and customer specifications through inspection of raw materials, works in process and finished goods inventories.

2.   Reviews production process for conformance to quality standards.

3.   Reports and tracks any significant deviations from quality standards and recommends corrective action to appropriate management.

4.   Establishes and presents regular training for employees on quality issues, and develops programs to encourage each employee to perform quality control as part of operations.

5.   Participates in new product development to ensure proper quality assurance and control plans can be implemented prior to beginning production.

6.   Visits suppliers to review quality concerns and issues to minimize inspection requirements.

7.   Determines validity of customer complaints via customer contact, blueprint interpretation and/or inspection of returned goods.

8.   Completes quality surveys received from current or potential customers.

9.   Acts as liaison for all matters relating to quality of produced goods.

10.   Ensures compliance with established policies and procedures paying special attention to safety regulations.

11.   Performs other related duties as assigned.

12.   Leads and contributes to assigned corrective actions and departmental improvement

activities.

Supervisory Responsibilities:

1.   Develops and maintains an effective organization through the selection, training, compensation, motivation, termination and review of all assigned employees.

2.   Develops and maintains a program for sound employee relations with assigned employees.

3.   Provides guidance and direction to employees to assist them in their professional development.

4.   Supervises Quality Inspectors to ensure performance of all internal and external quality checks.

5.   Drafts and delivers reviews for assigned employees.

Skills:

Oral Communication Skills Written Communication Skills Technical Communication Customer Relations Customer Service Diplomacy Organization

Planning:

Project Management Math Aptitude Professionalism Reading Skills Time Management

Education/Experience:

Associates Degree or higher required. Prior quality control experience required, leadership experience preferred. Experience in manufacturing of medical and aerospace devices is preferred.