



## Job Description

Senior Quality Engineer

Exempt

Full Time

### **Job Summary:**

The Senior Quality Engineer will provide plant-wide Quality Management System & metrology support.

### **Essential Functions:**

The primary duties and responsibilities of the Senior Quality Engineer consists of but are not limited to:

- Provide direct support to on-going manufacturing of products by identifying and implementing effective process control systems that meet or exceed internal and external requirements.
- Collaborates with engineering and manufacturing functions to investigate and resolve quality or compliance issues discovered during operations.
- Ensure value stream is compliant with internal and/or external specifications, regulations and standards.
- Communicate significant issues or developments identified during quality activities and provide recommended process improvements to management.
- Lead and/or participate in corrective/preventive action teams in resolving production, customer and supplier issues (e.g., nonconformances, Corrective and Preventive Action (CAPA) activities, audit findings, complaint investigations, etc.).
- Apply and understand statistical methodologies, as appropriate, for conformity assessment and investigative activities to resolve potential product and quality system opportunities for improvement.
- Ensures that corrective measures meet acceptable reliability standards, and that documentation is compliant with requirements.
- Review equipment and process validations, changes, nonconformances, etc., to ensure compliance and assess the impact on product reliability, process capability and compliance status.
- Review and approve test method validation plans and reports.
- Develops, modifies, applies, and maintains quality standards and procedures for processing materials into partially finished or finished products.
- Devises and implements methods and procedures for inspecting, testing and evaluating products and production equipment.
- Create and update procedures as assigned, related to the quality system, operations and product testing.
- Identify and coordinate improvement initiatives to quality related systems.
- Provide backup inspection support.
- Provide technical support to inspection personnel.
- Provide plant-wide metrology support.
- Provides training to P&F personnel regarding GD&T and inspection matters.
- Facilitate Non-Conformance Report (NCR), Material Review Board (MRB), Return Material Authorization (RMA) and Corrective and Preventive Action (CAPA) processes.
- Coordinate and facilitate Productivity Part Approval Process (PPAP) documentation and submission efforts.
- Plans, organizes and prioritizes own daily work routine to meet established schedule.
- Provide internal, register, customer and supplier audit support.
- All essential functions must be performed in an efficient manner.



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### **Accountabilities:**

- Facilitate a continuous improvement culture.
- Facilitate an efficient culture.
- Foster a team-oriented quality ownership culture.
- Ensure compliance to QMS requirements.
- Ensure dimensional and visual compliance of parts and materials.
- Ensure P&F metrology practices meet customer and business needs.
- Ensure accuracy of PPAP and other submission documentation.

### **Authorities:**

- Stop processes and shipments due to quality concerns, if necessary.
- Communicate to management issues with product and process conformance.
- Communicate with customers design for manufacturing and quality related issues.
- Authorize updates to manufacturing documentation.
- Release approval for 1<sup>st</sup> piece inspection.

### **Competencies:**

- Strong mathematic skills.
- Intermediate to advanced understanding of GD&T.
- Intermediate to advanced understanding of 3D metrology.
- Ability to effectively communicate GD&T and metrology principles.
- Intermediate to advanced understanding of process capability and Gage R&R theory.
- Strong understanding of ISO Quality Systems, Six Sigma and Lean Manufacturing principles.
- Working understanding of machining processes.
- Ability to generate procedures and standards.
- Effective use of ERP systems.
- Proficiency in using SPC & Statistical software.
- Strong knowledge of Microsoft Windows and Office (Outlook, Word, Excel and PowerPoint).
- Demonstrate proficiency at organizing and managing complex projects.
- Ability to effectively mentor and train others.
- Strong attention to detail.
- Ability to keep accurate records.
- Ability to work independently, multi-task and prioritize.
- Excellent communication skills both verbal and written.
- Ability to generate procedures and standards.
- Excellent time-management skills with the ability to work independently with little supervision.
- Demonstrated ability to organize and manage complex projects.
- High level of attention to detail.



## Job Description

Senior Manufacturing Engineer

Exempt

Full-Time

### **Qualifications:**

#### **Education:**

- High school diploma (minimum).
- Undergraduate degree in engineering or science background (preferred).

#### **Certification:**

- ASQ, CQT, or CQE (preferred.)
- Quality System (ISO, QS, AS) auditing.