



Job Title: Quality Control Inspector
Reports to: Quality Manager
Created: 10/30/2020

Department: 250
FSLA: Hourly/Non-Exempt
Revised:

Objective

Performing inspection and testing duties to ensure that molded and finished products fulfill customer specifications and quality requirements

Responsibilities

- Ability to establish and maintain effective working relationships with employees and management
- Excellent interpersonal skills with a team oriented attitude
- Ability to communicate effectively
- Excellent written and verbal communication skills
- Strong work ethic
- Excellent problem solving capabilities; detail oriented
- Excellent customer service skills
- Ability to adapt to changing priorities and urgencies dictated by the work environment
- Flexible, organized and manages time very efficiently; ability to multi-task in a fast-paced manufacturing environment
- Ability to read and interpret documents such as drawings, BOM's (Bill of Materials), safety manuals, procedure manuals, test specifications, etc.
- Ability to add, subtract, multiply and divide in all units of measure, using whole numbers, common fractions, and decimals.

Requirements

- Ability to use measurement devices such as calipers, micrometers, scales, levels, gages, etc.
- Assures a minimum 40 hour week schedule as defined by the Quality Control Department
- Evaluate in-process production and/or finished products by confirming specifications using engineering drawings and the bill of material; conducting visual and measurement tests; approve or reject and return unacceptable products; communicate required adjustments and/or corrections to the production or finishing lead and/or managers
- Continual promotion of performance improvement and quality assurance programs
- Understand, evaluate and execute quality tests and procedures efficiently and effectively
- Define quality measures in conjunction with working staff; monitor performance through frequency testing
- Document inspection results by completing the required reports; maintain documentation of the first part inspection, frequency inspection and the last part inspection on the Quality Control inspection form
- Communicate findings daily to the Quality Control Manager through the QC scrap report and the QC inspection report
- Gather and analyze data against defined parameters i.e. impact testing, drawings and/or manufacturing specification sheets
- Communicate production problems immediately with the Quality Control Manager, Production Manager and Floor Supervisor/Lead to ensure a quick response to quality issues in production; Inform the Floor Supervisor/Lead to remove the mold from the machine after three (3) unsuccessful attempts to remedy the quality issue and immediately notify the Quality Control Manager and Plant Manager of the occurrence

- Perform scale verifications, impact tests, wall thickness maps, etc. per schedules and report the findings on the appropriate forms.
- Monitor all finishing areas to verify the products are being finished correctly according to the manufacturing specification sheets and/or the products print; revise or create manufacturing specification sheets and submit them to the Quality Control Manager for release into the quality system
- Maintain a safe and healthy work environment by following DCP Safety Standards and Guidelines, complying with all legal regulations
- Update job knowledge by participating in educational opportunities, reading technical publications, etc.
- Occasional stooping, bending, crouching, grasping, reaching or light lifting (up to 35 lbs.), pushing or pulling; Continual or prolonged periods of standing, sitting, or walking.
- Frequent use of basic math skills
- Continuous communication with employees, owners, officers, management team
- Use of independent good judgment when troubleshooting problems or determining needs
- Bi-Lingual (Spanish) a plus- Must speak English
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Additional Duties

- Performs other related duties as requested or assigned by the immediate supervisor/manager and/or management

Working Conditions

- Must be able to work in extremely hot environment during summer months

Education

- 2 year degree preferred. Will consider education plus work experience