



## Quality Inspector

### Position Summary

The Quality Inspector is responsible for ensuring supplied product meets customer and company quality requirements. This will include inspecting supplied product for conformance to specifications using precision measuring instruments to determine if product conforms or needs to be rejected. Helpful to have basic IT knowledge to help fulfill production needs. Other duties may be assigned by Quality Engineer or Quality Manager.

### Responsibilities

- Inspect and measure purchased parts, assemblies, and materials for dimensional accuracy, fit, alignment, and functional operation according to drawings, parts manuals, company and/or military standards, and other specifications, using precision measuring instruments and devices
- Examine items for visual defects in materials, weld, paint, and damage occurring from supplier production, packaging, or transit
- Review PPAP (Pre-Production Approval Processes) documentation for accuracy which may include verifying dimensional reports, print notes, and certifications beyond those normally performed at Receiving Inspection
- Approve or reject parts, record inspection, and disposition information
- Record-keep all required documents
- Take instruction and execute with little supervision
- Work closely with Purchasing, Receiving, and other teams
- Inspect outgoing and production line parts and materials, as needed
- Basic IT knowledge for production needs is a plus, but not required
- Other duties as assigned

### Education/Training

- High School Diploma or GED
- 2 years' experience in a manufacturing environment preferred
- Lean Manufacturing training and/or experience preferred
- IT experience or strength is a plus
- Fork lift driving experience a plus

### Knowledge/Skills/Abilities

- Attentive to detail
- Excellent note-taking and record-keeping skills
- General blueprint knowledge
- Use or learn how to use various tools such as a tape measure, square, protractor, caliper, radius gauge, height gauge, straight edge, calculator, and hand-driven pallet jack
- Strong organizational & prioritization skills

- Good analytical & problem solving skills
- Highly motivated, self-starter
- Ability to work independently yet closely with all teams
- Excellent communication skills
- Strong computer skills including Microsoft ® Office Suite
- IT knowledge/ strength is a plus
- Willingness to receive training as deemed necessary

### **Travel Requirements**

- Possible travel to Village facilities located within 5 miles of MCL

### **Physical Requirements**

- Able to lift at least 25 lbs. to 50 lbs. for short periods and move the product as needed
- Able to stand and move for 8-10 hours per day

### **Materials and Equipment Utilized**

- Hand tools (pliers, screwdrivers, calipers, tape measures, etc.)
- Computers, printers, etc.
- Hand-driven pallet jacks

### **Working Environment:**

- 95% Manufacturing production floor
- 5% Office

