



Job Description

Effective Date: 7/30/10

Job Title: Quality Engineer
Reports to: Quality Assurance Manager

Job status: Salary
Pay range: DOE

Who: (Beliefs, values, characteristics, attitude)

- Self-motivated and self-directed with high sense of urgency.
- Solid work ethic – honors responsibility and commitment.
- Strong people and communication skills.
- Strong “Team” skills.
- Strong analytical, troubleshooting and problem solving skills.
- Open minded, practical and pragmatic – ‘Plays well with others’.
- Diligent and thorough – strong attention to detail.
- Balances technical, human factors and business elements when developing solutions.

Responsibilities: (Results)

- This person is the QA representative on New Product Introduction teams. Duties include:
 - Understanding the team’s products, customers, business environment and success factors.
 - Actively and constructively participating in the meetings and operations of the team.
 - Working with teammates to ensure the product is successfully launched while fulfilling all quality requirements.
 - Leading, supporting or facilitating efforts to identify, troubleshoot and resolve quality issues and improve quality results.
 - Developing, implementing and maintaining incoming/receiving, in-process and final inspection criteria, processes and procedures.
 - Monitoring and measuring overall quality performance and providing reports to Management, Engineering and other groups.
 - Performing supplier qualifications, monitoring supplier performance and taking corrective action as appropriate.
 - Utilizing corrective action, discrepant material, product hold and other systems.
 - Performing internal audits.
 - Providing direction to QA technicians or inspectors.
 - Performing other activities as required.

Requirements:

Education: 4-year bachelors degree in a technical field (preferably electrical, mechanical or industrial engineering) or equivalent experience.

Experience: 5+ years previous quality experience in a high mix/medium volume electronics assembly environment. Experience with using 6 Sigma, Control Plans, FMEA and other quality tools. Computer-literate and experienced with Microsoft Office suite. Knowledgeable in lean manufacturing tools and techniques. Previous experience with ISO certification and compliance is a plus, as is certification as an Internal Auditor for ISO 9001 or ISO14000 systems. ASQ Certification a plus.