

Job Title: Quality Inspector
Department: Quality
Reports To: Quality Manager
FLSA Status: Nonexempt

Job Summary

The Quality Inspector tests and inspects products at various stages of production to determine and maintain quality and reliability of products by performing the following duties. This position performs daily in-process audits on production parts; completes and records first article inspection for set-up, and helps train manufacturing personnel in gage-related issues such as using various types of instruments.

Essential Duties and Responsibilities

- Sets up inspection equipment for use on the production floor
- Ability to set variable gages
- Completes first article inspection on product
- Completes in-process floor inspection and product verification using approved in-process documents as required
- Train production staff on proper use of gages and in-process inspection documentation
- Instruct production staff on part defects, tagging of defective parts and how to dispose of the tagged parts
- Works as a team member to solve and prevent occurrence of quality spills and issues
- Performs 5S and follows company policy on 5S and Lean
- Performs other duties as assigned
- Must work professionally with all department personnel

Skills and Qualifications

- High School diploma plus 1 year of experience in Quality Inspection in a manufacturing environment
- Ability to read and interpret documents such as operating and maintenance instructions, and procedure manuals
- Ability to read and interpret blueprints
- Ability to speak effectively before groups of employees
- Ability to work with mathematical concepts such as geometry and trigonometry
- Ability to apply concepts such as fractions
- Ability to transfer metric into decimal equivalent
- Ability to solve practical problems and deal with a variety of variables in situations where only limited standardization exists
- Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form

Physical Demands

- Regularly sit; use hands to finger, handle, or feel; and talk or hear
- Frequently stand and reach with hands and arms, and occasionally walk
- Occasionally lift and/or move up to 25 pounds
- Constant use of close vision, peripheral vision, and depth perception

Work Environment

- Moderate noise level; hearing protection is available but not required
- Eye protection is mandatory in the shop area

Training Requirements

- Alexandria Pro-Fab Quality Policy
- Nonconforming Material Tags
- In-Process part identification
- In-Process Inspection Procedure
- Inspection instruments
- Basic inspection practices
- Pro-Fab ISO procedures and work instruction for Quality-related issues