**\*\*JOB OPENING – 1 Position\*\***

**QUALITY TECHNICIAN 1ST SHIFT Hours: 7:00 AM – 3:30 PM**

**Classification: Hourly Starting pay: $15/hr.**

**Reports to:** Quality Manager

**Overview:** Quality Tech will inspect and test materials, product in process and finished goods and in-coming goods and outgoing materials and products.

**Duties and Responsibilities include but are not limited to**

* Perform compliance/conformance testing on materials, products in process and finished goods
* Perform verification inspections on incoming, in-process and outgoing materials and products
* Set-up and operate test equipment
* Record test results and prepare reports – FAI (First Article Inspec.), MRB (Mat. Review Board), IC (Ion Chromatography test results
* Prepare lab test submissions and interpret results for compliance to acceptance requirements
* Perform IC cleanliness testing on materials and products
* Complete C of C and C of A reports for finished products
* Identify, match, and interpret external provider documentation
* Disposition non-complying materials and parts, prepare reports (communicate with Supply Chain personnel)
* Process and disposition RMA’s
* Create FAI reports, including AS9102 compliant reports
* QMS system audits (internal audits per AS9100) May require external education
* Maintain orderly work area
* Create an internal process measuring report using Excel

**Job Qualifications**

* Ability to read and interpret specifications
* Ability to use specialty tools and gauges when testing materials/products
* Good math skills.
* Basic understanding of Engineering concepts
* Attention to detail
* Good communication skills
* Willing to work overtime as needed
* Good attendance record

**Education Requirements**

* High school diploma or GED

**Physical/Mental Requirements**

* Full body movement/good eyesight
* Lifting not to exceed 50 pounds