



JOB DESCRIPTION

Job Title: Quality Inspector
Department: Quality
Reports to: Quality Manager
FLSA Status: Non-Exempt
Revised: October 29, 2019
Approved by: HR/CEO

SUMMARY:

Under direct supervision, performs quality inspection operations to build high-quality products according to schedules to meet customer on-time delivery commitments.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Visually inspects manufactured product for defects per IPC-A-610 Standards including Rework, Repair and Modification of Printed Circuit Board Assemblies.
- Microscope inspection of SMT components.
- Operates and programs Quality control equipment such as AOI and X-Ray.
- Completes FAI and other inspection records completely and accurately.
- Reads and understands technical drawings, procedures, and industry standards in English.
- Responsible for work area clean up and work bench organization to 5s standards.
- Demonstrates a high level of creativity; continuously looks for ways to improve and increase quality and efficiency.
- Meet company attendance standards, and exhibit predictable and consistent daily attendance.
- Ensures quality of all incoming & outgoing projects.
- Operates all equipment according to manufacture and safety requirements.

QUALIFICATIONS:

- Experience with IPC-A-610/620
- Solid documentation, organization, and record keeping abilities.
- Good communication skills.
- Familiarity with applicable industry quality standards and certifications.
- Six months related assembly and inspection experience.
- Demonstrates excellent customer service skills to internal staff.
- Comprehensive knowledge of equipment utilized for manufacturing.

- AOI experience preferred.
- X-Ray experience preferred.
- Knowledge and ability to comprehend engineering drawings, schematics and assembly documents.
- Knowledgeable of all Manufacturing Processes and Procedures.
- Meets or exceeds the core values as described in the employee handbook.
- Able to be self-supervised/self-disciplined.
- Ability to prioritize and handle multiple deadlines under pressure.
- Effective communication skills, both written and oral in English.
- Demonstrates team oriented mind set.
- Flexible personality that can move between departments as needed.

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Must be able to lift up to 25 lbs

The intent of this position description is to provide a representative summary of the major duties and responsibilities performed by incumbents of the position. Nothing in this job description restricts management's right to assign or reassign duties and responsibilities to this job at any time.
