

SALARIED EMPLOYMENT OPPORTUNITY

POSITION: Quality Engineering Technician
Salaried Non-exempt - Hastings

Working under general supervision the Quality Engineering Technician reports to the Quality Engineering Manager. They perform technical support functions for the Quality Department including: initial production sample submissions. They are responsible for First Article Testing, receiving inspection, dimensional layouts, source inspection, calibration/inspection of measurement and test equipment, capability studies, control and coordination of non-conforming product, coordination of containment activities, control of shelf-life product and processing of customer returns. They must also perform internal auditing write reports. Other duties could include, but are not limited to:

- Create, compile and submit sample submission documentation to our customers per their sample submission requirements (i.e., AS9102 FAIRs, AIAG's PPAP).
- Inspect purchased parts, hardware, materials and assemblies per requirements; document and disposition. Process returns to supplier; stock parts.
- Inspect products and components to customer, Flexfab drawings, and specifications as part of the sample submission process.
- Perform basic metrology inspection activities using the surface plate, calipers, height gages, micrometers, etc.
- Complete source inspection including coordinating and supporting customer source inspection. Perform duties as a customer delegated source inspector, Process 8130-9 tags (FAA), understand and acquire appropriate Material Certifications and complete Packing Slips
- Calibrate inspection, measuring and test equipment. Coordinate calibration by outside sources. Recommend purchase of new or replacement measurement equipment.
- Quarantine, contain and control non-conforming materials. Initiate Material Deficiency Reports (MDR's) as required. Coordinate disposition with Quality Engineering.

QUALIFICATIONS:

- Prefer candidate be certified or satisfactorily preparing for certification as a Certified Quality Technician (CQT), through ASQ.
- Demonstrate knowledge and ability to use quality concepts including: materials and processes, inspection principles, inspection equipment, technical math, basic statistics, SPC and sampling principles.
- This person must be able to organize information and write technical reports as well as, maintain a good appearance and have good communication skills.
- This person must be able to understand technical specifications, read blue prints and have a basic knowledge of G.D.&T.
- Must be competent in the use of computers and common software to include Microsoft Word, Excel, and PowerPoint. Experience with BAAN, PDM and Net-Inspect is a plus. Must be capable of navigating the internet and customer websites/portals.

If you meet these qualifications and are interested in being considered for this position, please submit your resume to Sara Whisler in Human Resources.

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