



Quality Assurance



Summary/Objective

The quality control inspector position ensures that products received and shipped are maintained to the companies quality standards.

Essential Functions

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

1. Inspect the overall quality of products inbound and outbound.
2. Test electronic components with a selection of boards, tools and power supplies.
3. Test/inspect incoming raw materials.
4. Reports defective materials or questionable conditions to the department supervisor.
5. Performs bench-type processes to complete mechanical and electrical assemblies and subassemblies, using hand tools and electronic tooling.
6. Maintains the work area and equipment in a clean and orderly condition and follows prescribed safety regulations.

Competencies

1. Technical/electrical Capacity for basic 12v DC circuits.
2. Strong Organizational Skills.
3. Problem Solving/Analytical.
4. Time Management.
5. Initiative.
6. Deadline Oriented.
7. Decision Making

Supervisory Responsibility

This position has no supervisory responsibilities.

Work Environment

This job operates in a professional office environment. This role routinely uses standard office equipment such as computers, phones, and a variety of computer programs, testing boards, and other testing tools. While performing the duties of this job, the employee is frequently exposed to fumes or airborne particles, moving mechanical parts and vibration. The employee is occasionally exposed to a variety of extreme conditions at the manufacturing site. The noise level in the work environment and job sites can be loud. This job also regularly exposes employees to extremely bright LED lights as well as observing these lights while strobing and flashing.

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. While performing the duties of this job, the employee is regularly required to talk and hear. This position is very active and requires standing, walking, bending, kneeling, stooping, and crouching. The employee must frequently lift and/or move



Quality Assurance



items up to and possibly over 50 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus.

Position Type/Expected Hours of Work

This is a full time position. Days and hours of work are Monday through Friday 8:30am to 5:30pm. Occasionally evenings, early mornings, and weekend work may be required as job duties demand.

Travel

No travel is expected for this position.

Other Duties

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.

Signatures

This job description has been approved by all levels of management:

Manager_____

HR_____

Employee signature below constitutes employee's understanding of the requirements, essential functions and duties of the position.

Employee_____