



Title: Level 1 Quality Inspector

Position Summary

The Level 1 Quality Inspector is part of the Quality Control team in the Operations department and primarily assists production by performing regular quality assessments on in-process and/or outgoing product. The ideal candidate will demonstrate great attention to detail, exhibit enthusiasm for quality and excellence, and will uphold safety and quality standards.

Duties/Responsibilities

- Perform verification on one or more of the following:
 - In-process products
 - Finished products
 - Assist with incoming vendor materials – measuring dimensions using instruments such as micrometers, calipers, indicators, and gauges.
- Conduct visual and measurement tests using precision equipment such as stereo microscopes, ohm meters, and gravimetric scales.
- Read, understand, and confirm product specifications.
- Follow procedures, work instructions, and process travelers.
- Identify and report quality problems and nonconformances to the Lead Quality Inspector.
- Assist with returning in-process and finished products for rework and confirming rework.
- Document inspection results by completing reports and logs and entering data into the quality database.
- Assist with monitoring all processes within one or more production teams.
- Maintain a clean and safe work environment.
- Perform all work to meet quality and safety standards.

Skills/Abilities

- Ability to operate delicate measuring equipment and instruments.
- Basic understanding of quality control standards.
- Basic understanding of manufacturing methods and processes.
- Great attention to detail.
- Written and verbal communication skills.
- Basic knowledge of Microsoft Word and Excel.
- Ability to perform basic math.
- Ability to perform repetitive tasks.
- Steady hand/eye coordination.
- Uphold company core values: Quality, Respect, Integrity, Positive Attitude and Feedback.
- Ability to pass Bureau of Alcohol, Tobacco, Firearms and Explosives background check.

Education and Experience

- High school diploma or equivalent
- Minimum of 3 years' experience in a similar role OR minimum of 2 years' experience as an Assembler Level 1

Additional Eligibility Requirements

- NA