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| **Title:** | Defence Quality Engineering Technologist  | **Location:** | Ingersoll, ON |
| **Education:** | Post-Secondary Education/Quality Assurance Certification (CQE/QCA) or equivalent experience  | **Hours:** | 40 |
| **Experience/Proficiency:** | 3-5 years of related experience  | **NOC:** | 2233 |
| **Reports to:** | Quality Manager  | **Rev. Date:****mm/dd/yyyy** | 10/05/2021 |
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| **General Description** |
| Provide support and direction to all departments in the area of quality assurance and process documentation  |
| **Skill/Effort Requirements** |
| * Computer Literacy – Proficient in Outlook, Word, Excel
* Able to direct resources
* Able to handle multiple tasks with frequent interruptions
* Effective organizational, communication and interpersonal skills
* Knowledge of ISO-9001– experience in Defence Industry preferred but not mandatory
* SPC Knowledge and interpretation
* Knowledge in gauge selection / functionality
* Experience with FAI requirements in Defence Industry
* Ability to develop & maintain production PFMEA`s and SPC including Capability Studies
* Ability to read blueprints and GD&T
* Knowledge and usage of inspection equipment
* Knowledge of general calibration procedures
* Ability to interpret customer specifications
* Experience in problem solving techniques (8D, 5WHY)
* Able to work independently
* Internal product, process and systems audits
* Close attention to details
* Able to meet deadlines
* Working with others at all levels within the Company and outside customers/vendors
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| **Responsibilities** |
| * Provide job training and coaching
* Develop, maintain process documentation in co-operation with manufacturing engineering
* Initiate actions to prevent the occurrence of product, process or quality system non-conformance
* Verify effectiveness of Corrective Actions implemented
* Participate in the APQP process
* Address any quality issues, including GD&T, gauge design, testing requirements and timing, capability study requirements and timing, applied statistical methods, and Advanced Quality Plans (such as prototype, pre-launch, and production control plans, etc.).
* Responsible for determining customer requirements on assigned programs and obtaining acceptance and limit samples. Responsible for communicating customer requirements and standards within the organization.
* Review customer, internal, and supplier rejections. Initiate, coordinate, and follow up on corrective and preventive actions and recommend course of action.
* Represent the “Voice of the Customer” in part quality issues. Recommend acceptance or rejection.
* Responsible for preparing FAI submissions on assigned programs.
* Review ECN’s and approve the release. Contact the customer for approval when necessary.
* Coordinate and participate in dimensional evaluation of parts using appropriate gauges and fixtures including SPC studies.
* Coordinate and participate in Gauge Accuracy, Repeatability and Reproducibility Studies.
* Perform process capability and process performance (Cpk) studies and data collection. Report results on the appropriate statistical charts.
* Monitor process, product, and quality system performance in accordance with the applicable product standard and procedures. Report and initiate corrective action when required by internal procedure.
* Participate as required in cross functional team activities.
* Preform product, process, supplier and systems audits
* Participate in MRB(Material Review Board) meetings
* Other duties as assigned
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| **Working Conditions** |
| * Exposure to dirt and noise in a manufacturing environment
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| **Reviewed By:(Employee Signature)** |  | **Date:** |  |
| **Approved By:****(Manager Signature)** |  | **Date:** |  |