



## Quality Inspector

**DEPARTMENT:** Operations

**REPORTS TO:** Quality Manager

**DATE:** July 1, 2020

### Job purpose

The associate will be part of the quality control department, mainly tasked with auditing/inspecting products on inbound shipments and outbound orders for accurate count, specification compliance, defects, as well as packaging standards.

The Quality Inspector will work in a highly active distribution and production environment performing duties including, auditing, sorting, inspecting and reworking products. The Quality Inspector will take and follow instruction from Quality Manager, Lead or delegate. The Quality Inspector will be required to have attention to detail requiring both quality and speed in processing. The Associate will bring positive energy to the organization through professional communication, efficient effort, and working in a team environment.

### Essential Duties and Responsibilities

#### Quality Inspection & Auditing

- Responsible for conducting audits and inspection on inbound materials from vendors and outbound products for shipping to determine if material is defective through visual inspection, pressure testing, and other inspection procedures
- Responsible for ensuring the quality check procedures put in place by the company are followed during every production phase
- Responsible for documenting inspection and audit outcomes by completing detailed reports and performance records.
- Responsible for educating production team/warehouse associates on quality control guidelines and working with departmental managers to improve overall product excellence
- Able to use Warehouse Management Software in order to accurately track the movement of inventory and print product labels/barcodes.
- Able to become easily familiar with warehouse locations/layout
- Ability to assemble/disassemble parts and part accessories.
- Responsible for keeping a clean and organized workstation.

#### Helps Builds a Strong Culture through Applying Servant Leadership Principles:

- Be authentic, be vulnerable, be accepting, be present, be useful
- Be committed to creating a work environment that people can do their best and find meaning
- Deals with negative issues immediately and head on
- Seeks a formal evaluation of their job skills from their direct supervisor

To perform this job successfully, an individual must be able to accomplish each essential job function satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

### Preferred Skills

#### Job Skills, Knowledge, and Abilities

- Detail oriented – ability to spot issues and monitor products or parts that do not meet compliance
- Certification in quality control is preferred
- Strong understanding of quality control standards and auditing techniques
- Ability to perform work processes on WMS system; including but not limited to, Quality inspecting inbound product, stocking product, moving product.
- Ability to utilize computers and standard Microsoft Office software such as Excel, Word and PowerPoint.
- Ability to utilize the company ERP system and additional software supporting quality.
- Ability to perform root cause and corrective action in a team environment utilizing company, standard and Quality tools.

### Working conditions

Work is performed in a non-climate controlled warehouse environment with substantial amount of interaction with employees, equipment, and customers. The warehouse area has continuous activity and a fair amount of noise which is normal.

### Physical requirements

Significant amount of time spent standing and walking. Requires manual dexterity, normal vision, speaking, and hearing abilities. Ability to lift and stretch to interact with product and boxes of product weighing up to fifty pounds. Ability to climb picking stairs/ladders is essential to the position. Attention to surroundings and safety is essential.

### Disclaimer

The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not to be construed as an exhaustive list of all responsibilities, duties, and skills required of personnel so classified. All personnel may be required to perform duties outside of their normal responsibilities from time to time, as needed.

### Terms of Employment

Employment is contingent upon adherence to our policies and performance to standards set by area Leads, Supervisors, and the Warehouse Manager. The first 90 days of employment are probationary and performance will be evaluated with feedback provided on a monthly basis.

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Interested in this position? Please send your resume to the Hiring Manager: [jfountain@espgauges.com](mailto:jfountain@espgauges.com).