



Job title	<i>Quality Inspector</i>
Reports to	<i>Production Manager</i>

Job purpose

The overall role of the Quality Inspector is to inspect electronic assemblies and mechanical assemblies applicable to IPC-A-610 workmanship standards, in addition to internal quality workmanship standards. Record and collect various workmanship defect data and metrics and to help drive corrective actions as appropriate.

Duties and responsibilities

- Perform receiving, in-process, first article and final inspections on electronic assemblies, subassemblies and finished products to determine conformance with applicable drawing specifications, IPC-A-610 workmanship standards, and internal quality workmanship standards; and record inspection status on applicable quality control (QC) records
- Completes accurate QC records (on paper and electronic data) in order to provide excellent results and feedback. Also completes accurate records for continuous improvement
- Write Non Conforming Materials Reports (NCMR) when required and be familiar with the process of quarantining products that have been rejected by QA
- Provide input for inspection methods and improvements related to the job
- Assist quality and engineering in investigations of process related quality issues
- Provide samples and communication to QA and Production Management concerning quality issues when required
- Performs on-line go/not-go inspection, using magnifying devices, measuring instruments, and electronic test equipment to ensure parts and assemblies meet production specifications and standards (ex. IPC-A-610)
- Perform other related duties as assigned
- Requires flexibility and understanding that all staff may be required to perform duties outside their normal area of expertise to meet the mission and goals of the Company

Qualifications

- High School Diploma an asset
- Recent experience inspecting circuit boards for acceptability using IPC-A-610 standard
- Strong ability to read and interpret instructions, drawings and schematics
- Ability to work closely with a team of assemblers
- Familiarity with IPC-A-610, *Acceptability of Electronic Assemblies*

- Must be able to read, understand and interpret written and/or verbal instructions and have good communication skills in English
- Ability to deal with changing priorities on a daily basis
- Ability to work closely with a team of other assemblers
- Ability to work using a microscope for extended periods of time
- Minimum 3 years in an electronics assembly field

Working conditions

- Shift work on evenings as required
- Seated with continuous use of a microscope
- Moderate exposure to machinery and chemical risks is anticipated

Physical requirements

- Detailed work requiring continuous fine motor skills and repetitive motion
- Lifting of a minimum of 15 lbs. is required. Lifting is generally at or below 30 lbs. without significant repetitions

Direct reports

None.
