

**Job Title:** Quality Inspector  
**Reports to:** Director of Quality  
**Direct reports:** N/A

### **Position Overview**

The Quality Inspector will provide support to Quality Engineers to establish and improve inspection plans and in addition support manufacturing to ensure reliable and repeatable measurements and visual inspection of products are being performed by designated employees.

### **Position Responsibilities/Essential Functions**

- Safety is everyone's responsibility
- Conduct laboratory testing to support defined industry and customer specific requirements
- Possess fluency in reading and interpreting engineering drawings
- Possess working knowledge of dimensioning and feature definition (GDT) methods and associated population statistics
- Maintain proficiency in the use of hard and soft quality tools, e.g., MSA, SPC, full layouts, capability studies, gage R&R's and document auditing
- Possess the ability to operate and program precision measuring equipment, e.g., Miro-Vu (Vision & touch probe CMM's), Keyence measuring systems, optical comparators, etc.
- Work with Quality Engineers to develop inspection methods
- Measure and document test parts for process and test method validation
- Represent Dymotek in a professional and exemplary manner (Internal/External audits and Customer inspection method correlations)
- Evaluate department processes and recommend process and product changes and improvements
- Maintain systems that monitor the accuracy of all measurement and test equipment
- Calibrate all company owned equipment as well as personal tools as required; monitor customer-supplied gauges in both facilities
- Maintain all relevant records, electronically and hard copy if required
- Oversee all daily inspection activities on the production floor and provide technical support and training to operators and other personnel including working with operations personnel to produce quality products
- Perform first piece, in-process inspections and final product audits as needed
- Support Quality Management System with the ISO Management Representative
- Regular, on-time attendance at work is an essential function of every job at Dymotek
- Support the organization's needs in various functions

### **Minimum Qualifications/Skills**

- Personal core values that align with Dymotek's core values of living Dymotegrity, taking ownership, respectfully speaking your mind and possessing a passion for winning
- Minimum 5 years' experience in plastics and QA activities
- Ability to work independently
- Fluency in Quality sciences and Quality tools such as lean manufacturing, TPE, mistake proofing, Kaizen and 5-S

- Understand the basics of injection molding
- Familiarity with Measurement Systems Analysis
- Initiative, attention to detail, and the ability to work as a team player
- Strong communication and interpersonal skills

#### **Highly Desirable**

- ISO 9001/13485 knowledge
- Working knowledge of SmartSheet and IQMS

#### **Additional Requirements**

- You are not expected to respond to emails after hours. If an emergency arises, and you are asked to respond, you will compensated
- Flexibility to work outside regular business hours to accomplish tasks
- Refer to 'Document/Job Function Matrix' (a cross reference of all ISO documents with job titles) for specific documents related to their job positions
- Normal manufacturing conditions requiring safety observation at all times
- All employees are responsible for knowing the Quality Policy Statement, how their job supports the statement and quality objectives
- All employees are responsible for product identification
- All employees are responsible for supporting both facilities

#### **Employment Classifications**

- Indirect, Dept. 500
- Hourly
- Regular full-time
- Job level – 7

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Signatures below constitute understanding of the requirements, essential functions and duties of the position.

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Manager/Supervisor Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Human Resources Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

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Employee Name (please print)