

## Job Description: Quality Inspector

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### Summary:

Quality inspectors are responsible for assuring that all metal fabricated parts manufactured by GenMet Corp meet our Customer's specification and standard safety and regulatory requirements.

**Essential Duties and Responsibilities** include but are not limited to the following:

- Approves incoming materials by confirming specifications; conducting visual and measurement tests; preparing non-conformance paperwork for unacceptable materials.
- Approves in-process parts (First Article, First Piece, In-process Interval Checks) by confirming Customer specifications; conducting visual and measurement tests. Comparing part to drawing requirements.
- Approves finished products (prior to and after Subcontract activities) by confirming Customer specifications; conducting visual and measurement tests.
- Determine and document disposition of non-conforming product – rework, request Customer deviation, or scrap. Record information into quality database.
- Confirm all non-conforming materials are fully dispositioned in a timely manner.
- Use a variety of inspection and measuring equipment such as CMM and Romer Arm to inspect complex part geometry and provide documentation for inspection reports.
- Document inspection results by completing reports and logs (First Article, PPAP, and Inspection Reports);
- Ensures all measurement equipment is calibrated on schedule and preventative maintenance is performed as recommended.
- Act as a Critique Host –leads and participates in critiques as appropriate.
- Act as a certified Internal ISO Auditor.
- Provide input and recommendations for part or project specific Quality Assurance plans.
- Correct minor blemishes on non-conforming items when this is acceptable to the customer.
- Assist in operations (cutting, forming, etc.) when assistance is needed and when inspection workload permits.

### Educational and Other Requirements

Two year Technical Associates Degree or 3 years applicable experience.

### Skills/Qualifications:

- Unquestionable ethics.
- Extensive metal fabrication blueprint reading and interpretation knowledge and experience (including Geometric Dimensioning and Tolerancing).
- The ability to assist others with understanding blueprints and specifications.
- Ability to apply Six Sigma and Root Cause analysis tools.

### Cultural Requirements

- Demonstrate uncompromising ethical behavior.
- Military experience highly regarded
- Value team accomplishments over personal/individual accomplishments.
- Continually drive improvement.

- Extremely well organized with excellent time management skills.
- Communicate effectively with peers, superiors and subordinates.
- Desire additional responsibility.
- Self-directed, self-reliant and resourceful.
- Ability to manage the work of others and be accountable for the outcome.
- Thrive in a fast paced environment.
- Provide a positive influence on employee morale.
- Mentor new or less experienced team members.
- Demonstrate ownership and accountability for the goals of the organization.

### **Reasoning Ability**

- Ability to define problems, collect data, establish facts, and draw valid conclusions.
- Ability to interpret an extensive variety of technical instructions in mathematical or diagram form and deal with abstract and concrete variables.

### **Travel Requirements**

- Drive moderate distance by car/van to assist with Supplier and Subcontractor quality assurance.

### **Additional**

All employees are expected to abide by and support the values, culture and mission of GenMet Corp. The job duties as outlined are intended to represent the major elements of this role within the organization. They are not to be considered all inclusive. Other or modified duties may be assigned as appropriate.

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