



Join Our Winning Manufacturing Team

JOB TITLE: Quality Assurance Inspector

REPORTS TO: Quality Manager

FULL/PART TIME: Full-time

LOCATION: Accident, MD

Disclaimer: This position description provides a summary of typical job functions. The assigned duties, tasks, and responsibilities are subject to change and are not limited by this position description.

POSITION SUMMARY

Develop and maintain internal quality control systems to ensure safety in the manufacturing of products and conformance with ISO quality principles and standards. Inspect products and internal processes as required to meet desired quality standards. Provides corrective actions to improve products and production procedures/process. Serves as a quality champion during interactions with internal work teams and customers.

ATTRIBUTES

- **Verbal Communication:** Talking to others to convey information effectively. Giving full attention to listening, understanding what others are saying, taking time to understand points being made and different perspective or ideas being discussed, avoids interruptions at inappropriate times. Ability to communicate and demonstrate respect towards others when making requests and providing ideas for improvement.
- **Written Communication:** Ability to read and interpret documentation such as safety rules, ISO quality standards, standard operating procedures, maintenance and equipment instructions or equipment manuals. The ability to articulate ideas and information in writing with attention to proper grammar, verbiage used, and the audience intended.
- **Critical Thinking:** The ability to identify, analyze, and resolve problems by determining root cause and corrective action, best practices, and desired outcomes.
- **Analytical and Monitoring:** Inspect and evaluate work processes for quality product outcomes.
- Provide evidence or baseline information to recommend improvements or corrective action.

ESSENTIAL FUNCTIONS

- Ensure that processes needed to achieve ISO quality standard are established and implemented.
- Inspect products to ensure that they meet quality standards.
- Create tests for quality assurance and quality control of products.
- Monitor production activities to ensure conformance to company specifications and customer expectations/requirements.
- Examine materials and products for defects, deviations from specifications, and other quality issues.
- Review production records and test data to ensure that products comply with quality standards and regulations.
- Communicate the results of inspections and corrective actions.
- Write reports to document product deficiencies and errors.

- Work with Quality Manager and management on continuous improvement findings to improve overall process efficiency and product quality.
- Use quality tools, statistics, or benchmarks to monitor and improve internal processes.
- Resolve matters pertaining to quality issues (examples: internal obstacles and customer complaints).
- Ensure compliance with ISO 9001 and export quality control standards.
- Implement Company-sponsored best practices for quality assurance and quality control.
- Promote awareness of quality principles throughout the Company.
- Serve as a liaison with external parties such as auditors and customers on quality matters.

QUALIFICATIONS

- High school diploma or equivalent.
- 1-3 years work experience inspecting products and materials for defects or deviations from Company's quality standards preferred.
- Continuous improvement training or certifications in Lean, Six Sigma, or ISO preferred.
- Proficiency in MS office and strong computer skills.
- Excellent time management skills.
- Must be detail-oriented with a focus on accuracy.
- Must demonstrate critical thinking and analytical skills.
- Effective verbal and written communication skills.
- Mathematical skills: Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals.
- Quality management skills. Ability to use metrics and quality tools to look for ways to improve and promote quality.
- Works well individually with limited supervision and with others in a team-oriented environment.

Physical Requirements

- Standing/Walking/Sitting: Less than 1/3 of the time
- Fingering or Manual Dexterity: Less than 1/3 of the time
- Lifting up to 10 pounds: Less than 1/3 of the time
- Reaching or Stretching: Less than 1/3 of the time
- Speaking: 1/3 to 2/3 of the time
- Hearing: 1/3 to 2/3 of the time
- Seeing/Close Vision: 1/3 to 2/3 of the time
- Distance Vision: 1/3 to 2/3 of the time
- Color Differentiation: 1/3 to 2/3 of the time
- Peripheral: Less than 1/3 of the time
- Depth Perception: Less than 1/3 of the time
- Focusing Ability: Less than 1/3 of the time

Work Environment: The position involves occasional exposure to wet or humid conditions, toxic or caustic chemicals, fumes, or airborne particles, and loud noises.

Garrett Container Systems, Inc. (GCS) is an Affirmative Action/Equal Opportunity Employer.