

<b>Job Title:</b>	Quality Inspector
<b>Work Location</b>	Transcal Engineering, Racecourse Road, Pershore, WR10 2DG
<b>Reports To (Line Manager):</b>	Quality Manager

<b>Your main purpose is:</b>	To assist the Quality department by conducting the required inspection of manufactured products, purchased products, subassemblies or finished components according to company required standards.
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### Key Responsibilities and Duties

- You have a responsibility under the Health & Safety at Work Act 1974 to take reasonable care of yourself and other persons that may be affected by your acts or omissions at work, secure the health, safety, and welfare of your staff at work and protect, so far as is reasonably practicable, all others against risks to their health or safety arising from your work activities and those of their staff and ensure that your duties are discharged adequately. The responsibility to achieve the duty cannot be delegated. The tasks required to discharge them can be delegated; assistance and support can be obtained; but the responsibility remains with you
- Safety must always be a prime consideration and you are required to ensure that the safety of people, the environment and our products are never compromised
- Inspecting manufactured items both during the manufacturing process and on completion of manufacture before the items are delivered to customers, including dimensional / paint thicknesses / Gloss Levels.
- Carrying out component inspection using a selection of manual measuring equipment as well as Faro Arm.
- To process first-off inspection components in an efficient manner, in order to determine if the product meets approved design data and quality control requirements.
- Assist in the completion of FAI reports as required.
- Complete the required inspection and process records and management records required by the Company
- Conduct Goods receiving inspection of items that require inspection and notification of products unsuitable for processing.
- Raise Non-Conformance reports for products that don't conform to specification and register each NCR for subsequent analysis.
- Managing Customer returns by means of inspection reports raising NCR and recording on the company data base.
- Conduct final product inspection, ensuring all process stages have been duly signed off and record the specific finishing sizes and paint thicknesses / Gloss Levels for all products.
- Ensure all measuring equipment is maintained in line with the calibration system.
- Assist management in maintaining production output to match customers' requirements
- Assist management in removing obstacles that prevents the smooth operation of the business.
- Assist in the training of works personnel.

### Previous experience

- Ability to use and maintain all the Companies measuring equipment (Vernier callipers, height gauges, Faro Arm etc)
- Ability to read and understand engineering drawings and specifications
- Sound understanding of inspection techniques for measuring fabrications and welded parts
- Knowledge of the ISO 9001 quality policies and system requirements.
- Knowledge of health & safety and environmental procedures
- Understanding of the Companies main objectives and supervisor’s contribution.
- Understanding of the actions to be taken when product or process problems arise.
- Knowledge of safe lifting and slinging, including manual handling.
- Must have previous quality inspector experience

**Desired Personal Qualities / Attributes**

- Reliable
- Quality aware
- Able to work well on one’s own as well as in a team
- Initiative and problem-solving abilities
- Communications skills that enable process obstacles to be discussed with management & customers.
- Willingness to learn new skills
- The successful candidate must have a can-do attitude, the ability to work well under pressure and be able to multi-task
- Conversant with Microsoft systems such as outlook, word & excel etc

<b>Working Days</b>	Monday – Friday (subject to change depending on business requirements)
<b>Working Hours</b>	7:45 – 17:15 Mon - Thurs / 7:45 – 13:00 Fri  (40 hours of work per week. You may be expected to work any additional hours depending on business requirements)

*This job description is not intended to be exclusive or exhaustive. It is an outline indication of the areas of activity and may be amended to reflect the changing needs of Transcal Engineering*