

Job Description

Department: Quality
Location: Philadelphia, PA
Job Title: Quality Inspector
Reports to: Quality Manager

Responsibilities (includes, but not limited to):

- Inspection and test of parts, materials and components in one or more of the following areas: Receiving, Shipping, Stockroom, Fabrication, Assembly, Testing and Calibration
- Maintain records for receiving, in-process, 1st piece, 1st article, and final inspection, both paper and electronic
- Follow all standard operating procedures to perform all quality control inspections incoming, in-process, and final
- Evaluate and reject parts, materials, assemblies, finished product, tooling or components which do not meet requirements
- Generate Quality reports, complete Inspection reports, nonconformance documents, test reports, and other Quality documents/records as applicable to the specific area assigned
- Adhere to all safety requirements including the use of appropriate Personal Protective Equipment, and comply with company procedures, rules, and regulations
- Use, maintain, and train others on the use of precision measuring tools and equipment
- Process materials and goods returned from customers
- Troubleshoot and recommend solutions to quality problems encountered in the Machine Shop, Assembly, Test, or customer returns

Qualifications:

- High School diploma or equivalent
- 2 years of relevant experience
- Basic math skills
- Must be proficient at reading engineering drawings, familiar with understanding dimensions and tolerance (GD&T a plus)
- Must be proficient in the use of precision measuring equipment including, but not limited to: micrometers, calipers, thread plug and ring gages, height gages, and bore gages CMM Measuring Machine and NDT experience a plus)