



JOB DESCRIPTION

Job Title: Quality Inspector
Facility: Brooklyn Park
Department: Quality Systems
Reports to: Quality Manager

SUMMARY

- Responsible for final inspection and approval of outgoing products.

ESSENTIAL DUTIES AND RESPONSIBILITIES include but are not limited to the following. Other duties may be assigned as needed.

- Receive the daily production schedule and determine a daily inspection plan.
- Perform QC inspection of production output on completed product for all shifts.
- Perform QC inspection of production output while in-process.
- Use NIST sampling techniques to qualify and approve production output.
- Monitor assigned jobs for specific quality benchmarks throughout production processes.
- Maintain a database of appropriate records of daily inspection activity.
- Understand specific customer requirements and monitor fulfillment of those requirements.
- Close out sample requirements in job tickets once approved.
- Perform drop-in inspections of QC activity as directed.
- Fulfill sample and mock-up requests as needed.
- Monitor QC pulls for accuracy and completion.
- Oversee inspection crews on large projects.
- Pick impactful samples for salespersons and restock Idea room.
- Comply with Quality Management System requirements.

QUALIFICATIONS

- High school diploma or equivalent.

PHYSICAL REQUIREMENTS

- Frequent walking and standing.
- Frequent pushing, pulling and bending.
- Occasional lifting 25lbs.

Occasional: Occupation requires this activity up to 33% of the time (0 - 2.5 hrs./day of 8-hour day)

Frequent: Occupation requires this activity from 33%-66% of the time (2.5 - 5.5+ hrs./day of hour 8-hour day)

Constant: Occupation requires this activity more than 66% of the time (5.5+ hrs./day of 8-hour day)