

QUALITY ASSOCIATE / AUDITOR

Overall purpose of the role

You will be working as part of the Quality Department, the team deals with inspection of production parts (this is a physically demanding element of the role), auditing production processes and areas, product containment, testing and measuring parts, identifying potential problems before they occur and implementing processes to stop them occurring,.

Key responsibilities

- Checking product quality throughout the day and ensure company procedures are followed.
- Complete relevant documentation, which includes check sheets and dimensional reports
- Levels of paperwork will need to be understood and completed clearly and concisely.
- Keeping areas clean and tidy 3S (Housekeeping)
- High levels of manual handling will be required as part of this role
- Able to spot a range of defects in parts easily
- Supporting production when required



G-TEM		81126(526)-TEAA-Z700-WB(1TS107/108)		QUALITY OUTFLOW DATA SHEETS			
ASSOCIATE NAME	DATE	PART NUMBER	ISSUED	DATE	DS		
				12/10/2018			
STANDARD			MEMBER FIRM CTR FR BACK				
TOTAL PROJECTION NO.	1						
TOTAL SPOT WELD NO.	N/A						
			<p>Page</p> <p>CHECK CAREPOINT FOR CONCERN DETAILS / CRITICAL AREAS</p>				
PART NUMBER	QUANTITY	FRN/TOTAL NO.	SPOTWELD TOTAL NO.	LABEL CHECK	O.K.	N.G.	FINDINGS AND RESULTS

Desirable skills / Experience

- Have an understanding and experience in the use of basic inspection equipment such as Vernier's and micrometers etc.
- Good communication skills (verbal and written).
- Good eye for detail
- Ability to work on own initiative
- FLT licence ideal but not necessary
- Experience of working to targets / timing.
- Ability to work as part of a team and individually unsupervised at times
- Experience of working within a quality department
- Basic computers skills.

Person Profile

- Enthusiastic individual who can see a task through to completion
- Ability to communicate at all levels confidently and with integrity
- Hands on approach (role is definitely **not** desk bound) ability to work to procedure logically and systematically
- Able to work on own initiative

Shifts

- This is a 2-shift pattern role.