



Job Title: Quality Control Inspector

FLSA Status: Non-exempt

Reports To: Quality/Repair Manager

Supervises: None

Date: September 2020

Essential Functions:

1. Performs assigned routine tests on materials, goods in process, or finished goods where results are compared with company quality standards.
2. Records results on inspection forms that include number of units passed.
3. May assist production line for manufacturing as needed.
4. Assists as receiving inspector, reviews quality concerns and training of others as needed.
5. Follows and enforces written documentation for company quality requirements.
6. Complies with all safety policies, practices, procedures and report all unsafe activities to supervisor and/or Human Resources.

Required Education and Experience:

1. High School or equivalent required
2. One year or equivalent combination of education and experience

Special Skills & Qualifications:

1. Basic mathematical skills
2. Knowledgeable using testing and measuring equipment preferred
3. Good eye-hand coordination

Work Environment:

1. Well-lighted, heated and/or air-conditioned indoor office/production setting with adequate ventilation and moderate noise.
2. May work with or near moving mechanical equipment.

Physical Demands:

1. Moderate physical activity performing non-strenuous daily activities of a productive/technical nature to work from a sitting or standing position.
2. Manual dexterity sufficient to reach/handle items and work with the fingers.
3. Must be able to bend, stoop, squat, crouch.
4. Must be able to sit for long periods of time.
5. Must be able to lift up to 50 pounds, with or without assistance.