

Inspector

Job Summary:

The Inspector will provide quality control and assurance throughout all phases of the production process beginning with raw materials and ending with the final product.

Supervisory Responsibilities:

- None.

Duties/Responsibilities:

- Performs assigned, routine visual inspections and other specified tests on raw materials, goods in process, and finished products.
- Tests, inspects, and approves raw materials based on established quality specifications.
- Uses observation and testing to identify faults in materials and manufacturing process.
- Uses statistical methods to test product samples to evaluate quality of full product batch prior to delivery to clients or customers.
- Compares results of inspections and tests to company's quality standards; reports results to supervisor for final analysis and action steps.
- Develops, maintains, and posts logs, charts, and forms detailing quality levels, inspection data, and results of special quality studies for review by line mechanics, supervisors, and other production staff.
- Consults with supervisor to determine appropriate recommendations and remedies for questionable products.
- Maintains quality records as needed.
- Performs other related duties as assigned.

Required Skills/Abilities:

- Thorough understanding of the product and/or process being inspected.
- Thorough attention to detail.
- Excellent verbal and written communication skills.
- Proficient in Microsoft Office Suite or related software as needed to complete reports.

Education and Experience:

- High school diploma, technical school education, or equivalent required; mathematics emphasis preferred.

Physical Requirements:

- Prolonged periods sitting at a desk and working on a computer.
- Must be able to lift up to 15 pounds at times.
- Dexterity and accuracy as needed to operate testing equipment or gauges.
- Must be able to work rotating shifts on a continuous seven-day work cycle.