

Quality Engineer

Overview of main role:

Reporting directly to the Production Manager, the Quality Engineer will be required to liaise between all departments and sites regarding all aspects of the company's product quality and the Quality Management System. This position is based in Loughborough, UK.

This includes:

- Quality control of CommAgility products (including processes and procedures)
- KPI reporting
- Internal ISO9001 quality auditing
- Supplier quality audits
- To aid the Quality Manager to maintain ISO9001:2015
- Experience of AS9001
- Q.A. inspection of incoming and outgoing products
- Management of the Corrective Action Requests
- Quality improvement programs in line with departmental goals
- Staff Quality System training as and when required
- Component PCN/EOL/RoHS/Conflict minerals/REACH management
- To assist with annual stock take
- ESD control and testing
- Manage the calibration/maintenance of test equipment
- Management of all aspects of Health and Safety
- Ensure that customer RMAs are dealt with
- Root cause analysis is conducted on defective production/RMA (components where necessary).
- Facilities Management
- Any other duties commensurate with the role, as may reasonably be requested by the line manager to support departmental goals

The ideal candidate must be comfortable with a small company attitude, where integrity and flexibility are required at all times; would come from an Electrical and Electronic engineering background; with knowledge of the manufacturing processes; having experience of working within a high pressure electronics production environment; ISO9001 QMS system covering a broad role and having a 'can do' attitude.

Has a good understanding on how to plan and prioritise their workload; pays attention to detail and possesses excellent communication skills within the business, with suppliers and customers.

Have previously used a MRP system and Microsoft Office tools.

The person appointed must have at least a HND in Electrical and Electronics; Production or Quality Engineering, with significant experience.

PERSON SPECIFICATION

Job title: Quality Engineer

Essential	Desirable
Qualifications and training	
HND in an Electronics Discipline ISO9001 QMS internal Auditor	Degree in an Electronics Discipline Project Management First Aider Risk Assessor (Health & Safety)
Experience and knowledge	
<p>Experience supporting the ISO9001 QMS system</p> <p>Experience of writing processes and procedures and to provide Training to staff and sub-contractors</p> <p>Experience with CARs/SCARs</p> <p>Experience in Product NPI/Pre-Production/EOL</p> <p>Multi-disciplined in: NPI, DFM, CEM management, RMA, Quality</p> <p>Internal / External Auditing</p> <p>Experience of the use of an MRP system</p> <p>Experience for RoHS/REACH/Conflict Minerals</p>	<p>Significant experience in Product NPI/Pre-Production/EOL</p> <p>Multi-disciplined: QA Inspector, Health & Safety, IPC610 trained</p> <p>Component Engineering</p> <p>Report Writing</p> <p>Owner of ISO9001 QMS system.</p> <p>Significant experience of Internal / External Auditing</p>
Skills and abilities	
<p>Project Planning</p> <p>Excellent communication skills</p> <p>Ability to plan and prioritise their workload</p> <p>Develop and maintain a good working relationship with suppliers and customers</p> <p>Good customer service/telephone skills</p> <p>Microsoft Office tools</p> <p>Able to focus on detail</p> <p>Willing to adapt and learn new skills</p>	

Team player	
Other requirements	
A willingness to undertake further relevant training An understanding and commitment to equal opportunities	