

Job Description Quality Engineer

Type of Job – Full Time – Non-Exempt

Location – Swanzey, NH

Job Summary

The Quality Engineer reports to the VP of Operations and is responsible for monitoring production standards for Nanotech's products by developing and implementing quality control systems and product requirement guidelines. Duties include providing guidance to Quality Technicians, Assembly personnel and monitoring specifications for products, including the acceptable level of variation, and general monitoring of quality assurance. This position will proactively ensure the quality output of internal manufacturing processes and the quality levels for incoming purchased materials used in the manufacturing process.

Core Responsibilities

- Monitors, collects, and analyses non-conformance data to maintain reports to identify unfavorable trends in quality performance while taking action to mitigate these issues.
- Introduces, trains, and mentors individuals responsible for providing inputs to the quality system.
- Utilizes collected data to lead the corrective action process including containment, root cause analysis, establishing, and verification of the corrective actions for both internal and external defects in materials and process.
- Utilizes data analysis in root cause analysis and creation of action plans.
- Inspects, tests, and evaluates the reliability of manufacturing processes, products, and incoming materials while providing guidance for Quality Technicians to do the same.
- Responsible for auditing Quality Technician output to ensure accuracy and volume of work.
- Ensures that processes adhere to quality standards by auditing for compliance and consistency.
- Provides quality interface and expertise to proactively ensure that product requirements are well developed and understood.
- Participates with supplier quality by conducting supplier surveys, on-site audits, and follow-up audits, to qualify and assess supplier's quality and manufacturing capabilities.
- Participates in the product development process.
- Supports continuous improvement by participating in discussions and events to improve processes and products.
- Reports to management regularly on quality issues, supplier performance, non-conformances, corrective actions, trends, and losses, with a plan included for resolution and/or improvement.
- Proactively interfaces as a team player, with all departments to ensure delivery of quality products by following established processes while continuously working to streamline and improve them.
- Performs hands on inspections, data collection, and investigations.
- Maintains a clean and organized work area.
- Ensures safe work practices are followed.
- Complies with safety regulations.
- Performs other duties as assigned.

Education and Experience

- Associates degree in mechanical, electrical, industrial, manufacturing or quality Engineering or 5 years of related work experience.
- Manufacturing quality, methods, and procedures.
- Data analysis techniques.
- Familiarity with quality planning, process and product qualification, development, integration, auditing, corrective/preventative action, and continuous improvement.
- Strong computer skills, specifically Microsoft Office Suite.
- Experience with database system management.
- Understands precision technical drawings and product requirements.
- Knowledge of inspection methods and techniques.

Competencies

- Excellent interpersonal skills, both written and verbal.
- Utilizes strong verbal and written skills to communicate effectively with technical and non-technical partners at various levels.
- Self-motivated, analytical individual.
- Cross-functional team leader.
- Excellent time management and organizational skills, with strong attention to detail.

To apply for this position, please send your resume to: careers@nanotechsys.com