

## Quality Inspector – Role Profile

<b>Title</b>	<b>Quality Inspector</b>
<b>Reporting to</b>	<b>Head of QHSE</b>
<b>Purpose of the Role</b>	
Responsible for carrying out mechanical engineering inspection of precision machined components and fabricated parts to ensure we deliver the quality and specification to meet customer requirements.	
<b>Key Responsibilities</b>	
<ul style="list-style-type: none"> <li>• Interpret engineering drawings, identify specified standards, check final component produced meets specification and produce supporting evidence</li> <li>• Prioritise workload by liaising with engineering departments about delivery schedules and delivery dates on projects</li> <li>• Identify components which do not conform with customer specification enabling corrective action to be taken before the product is delivered to the customer</li> <li>• Carry out root-cause analysis to identify cause of non-conformance, eg operator error, machine problem, wrong materials and ensure preventative measures are put in place to prevent future non-conformances</li> <li>• Maintain and manage calibration of all measuring tools ensuring all methods of measuring comply with calibration tolerances and that checks are carried out at appropriate intervals.</li> <li>• Maintain accurate records to demonstrate accuracy measures</li> <li>• When a component is finished, complete Inspection Report to confirm the product meets the required specification and produce Certificate of Conformance to be sent to the customer</li> <li>• Engage, advise and guide other managers and colleagues on quality issues to ensure compliance with ISO14001 and ISO9001 by complying with appropriate Standard Operating Procedures</li> <li>• Work with the business and customers, on product and process investigations to identify problems and devise solutions</li> <li>• Apply the principles of good housekeeping to maintain a clean, tidy and efficient environment in keeping with the operation of a first class inspection department</li> <li>• Carry out any duties as and when requested by the Head of QHSE</li> <li>• Ensure unmarked parts are suitably marked in accordance with company requirements</li> <li>• Ensuring any company stock is maintained in accordance with the manufacturer's instructions (such as perishable items)</li> <li>• Assist other Sewtec personnel with key tasks as and when requested</li> <li>• Comply with the Management System requirements for Health and Safety ensuring others work to company and policies and procedures</li> <li>• Ensure compliance with the management systems requirement for the Environment and Quality by working to company policies and procedures</li> </ul>	

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<b>Key Skills</b>
<ul style="list-style-type: none"> <li>• Thorough understanding of ISO9001 and ISO14001</li> <li>• Experience of working with CMM</li> <li>• Fully conversant with engineering drawings and conventions</li> <li>• Experience of weld and fabrication inspection</li> <li>• Conversant with material specifications</li> <li>• Experienced in the interpretation of material test certificates to ensure compliance with specifications</li> <li>• Methodical approach to work with strong attention to detail</li> <li>• Good understanding of engineering principles</li> <li>• Team-player and ability to work on own initiative able to achieve deadlines under pressure</li> </ul>
<b>Qualifications</b>
<ul style="list-style-type: none"> <li>• Relevant experience in mechanical engineering</li> <li>• Qualification in mechanical engineering (Desirable)</li> <li>• Competent in the use of a wide range of precision measuring equipment including digital height gauges, hardness testers, shadow graphs etc</li> <li>• Experience in LK or similar metrology arm (Desirable)</li> <li>• Excellent IT skills, including MS Office, Excel.</li> </ul>