

Mayville Engineering Company
Job Description

Job Title: Quality Assurance Technician

Department: 14 or 6

Reports To: Quality Manager

Prepared Date: November 2011

SUMMARY Tests and inspects products at various stages of production process and compiles and evaluates statistical data to determine and maintain quality and reliability of products by performing the following duties.

Essential Duties and Responsibilities include the following. Other duties may be assigned as necessary.

Interprets engineering drawings, schematic diagrams, or formulas and confers with management or engineering staff to determine quality and reliability standards.

Selects products for tests at specified stages in production process, and tests products for variety of qualities such as dimensions, performance, mechanical, electrical, or chemical characteristics.

Records test data, applying statistical process control procedures.

Evaluates data and writes reports to validate or indicate deviations from existing standards.

Recommends modifications of existing quality or production standards to achieve optimum quality within limits of equipment capability.

Cleans, repairs and calibrates inspection equipment as required.

Sets up and performs destructive and nondestructive tests on materials, parts, or products to measure performance, life, or material characteristics.

Prepares graphs or charts of data and enters data into computer for analysis.

Operates all types of measurement equipment required to evaluate product conformance

(i.e. coordinate measuring machines, surface finish analyzers, hardness tester, optical comparators, etc.

EDUCATION and/or EXPERIENCE

Associate's degree (A. A.) or equivalent from two-year college or technical school preferred but not required; five years experience in manufacturing or engineering; or equivalent combination of education and experience.

LANGUAGE SKILLS

Ability to write reports, business correspondence, and procedures. Ability to effectively present information and respond to questions from groups, customers, and the general public.

MATHEMATICAL SKILLS

Ability to apply mathematical concepts such as geometry, algebra and statistics.

REASONING ABILITY

Ability to apply principles of logical or scientific thinking to a wide range of problems.

OTHER QUALIFICATIONS 1

Must have or be willing to learn:>Statistical Process Control (SPC)>Geometric Dimensioning and Tolerancing (GD&T)>Measurement Techniques (Metrology)>Computer Application, basics (Windows, Spreadsheets, etc.)>Coordinate Measuring Machine, applications (CMM)>Ability to work with people (Team Player)

PHYSICAL DEMANDS The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to use hands to finger, handle, or feel objects, tools, or controls and talk or hear. The employee is occasionally required to stand, walk, and sit. The employee must regularly lift and/or move up to 10 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee occasionally works near moving mechanical parts. The noise level in the work environment is usually moderate.

All interested candidates can apply at www.mayvl.com

The jobs are listed on the career tab.