|  |  |
| --- | --- |
| **Position Summary:** | The Quality Assurance Engineer will develop, implement, and maintain quality protocols and methods to ensure the quality and compliance of incoming materials. This role also involves planning, implementing, and monitoring the compliance of production processes with internal and external safety, quality, and regulatory standards for worldwide distribution. |
| **Essential Duties:** | * Develop and implement Incoming Quality Control (IQC) inspection plans, defining the inspection and measurement methods.
* Program measurement and testing equipment for inspections.
* Conduct Measurement System Analysis (MSA) for applications or metrology tools.
* Collect and analyze incoming material quality data, collaborating with suppliers and customers to resolve quality issues.
* Manage material compliance and compile compliance reports.
* Collaborate with the engineering group on product program development, including converting compliance requirements to internal processes, developing Process Failure Modes and Effects Analysis (pFMEA), control plans, work instructions, Statistical Process Control (SPC), etc.
* Monitor production processes and activities to ensure compliance with standards.
* Propose and implement improvements in product quality by collecting and analyzing process and product data.
* Conduct training sessions for operators and inspectors.
 |
| **Other Duties & Responsibilities (Optional)** | * Conduct incoming inspections
* Conduct internal audits
* Handle customer complaints by coordinating with external and internal stakeholders.
* Oversee and drive continual improvement initiatives in operations, coordinating with relevant teams.

  |
| **Minimum Qualifications:** | * Bachelor’s degree in science or engineering.
* A minimum of 3 years of related experience in quality engineering, quality control, or quality assurance in industries such as microcircuit, PCBA, telecommunication, medical device, or IC, with at least 5 years of total work experience.
* Strong understanding of technical documents and standards.
* Knowledge of the physical and chemical attributes of materials, components, and assemblies.
* Proficiency in statistics, databases, and measurement systems.
* Familiarity with problem-solving methods such as 5-Why, Fishbone, 6M, 8D, etc.
* Effective communication skills for interaction with management, operations personnel, and engineering teams.
* Proficiency in Microsoft Office Suite.
* Knowledge and experience with ISO 9001.
 |
| **Key Competencies:** | * Familiarity with quality engineering principles
* Attention to technical details
* Problem-solving skills
* Communication skills
* Manual dexterity
* Organizational skills
* Self-driven
 |
| **Preferred Skills:** | * Proficiency in JMP, Minitab, or Tableau.
* Experience in programming and operating MicroVu, Nikon, X-Ray, CSAM, or similar analytical tools.
* Knowledge of Mil-Std-883 and IPC-A-610 standards.
* Experience with Lean Six Sigma methodologies.
* Familiarity with ISO 13485, 21 CFR 820, ITAR and RoHS regulations.
* Knowledge of supply chain management.

  |
| **Work Environment:** | While performing the duties of the job, the employee is regularly required to sit, stand and/or walk for extended periods of time; use hands and fingers; reach with hands and arms; and talk and hear. Specific vision abilities required by this job include close vision, color vision, peripheral vision, depth perception, and the ability to adjust focus. |
|  |  |
|  |  |

Employee signature below indicates the employee's understanding of the requirements, essential functions and duties of the position.

Employee\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_     Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_