

Quality Assurance Manager ~ The Bradley Group

Job Summary:

- Working “Hands On” Manager responsible for conducting and overseeing product inspection activities, and quality assurance.
- Individual will also promote, develop and oversee compliance of the Quality System, including *ISO9001 program, IMDS System* and *PPAP Documentation*.
- Effectively assuring compliance of customer requirements by managing the quality policies, quality standards and procedures, and all quality programs while driving and facilitating continuous improvement.
- The Quality Manager will also act as a lead contact person in regards to special supplier and/or customer engineering inquiries including application assistance and resolution of technical inquiries or issues.

Quality Assurance Manager Duties/Responsibilities:

- Ensure compliance with Quality Policy, Customer Requirements and Quality Manual including all procedures and work instructions.
- Implements measures to improve methods, equipment, product quality, efficiency and moral.
- Communicate and interact professionally with customers, vendors, co-workers and other managers to coordinate other operations, activities, and address customer issues and/or complaints.
- Knowledgeable with fastener industry specification and values and to understand specific customer requirements for testing and certification.
- Knowledgeable of the ISO9001 program, including auditing and training in order to maintain annual compliance.
- Manages day to day quality operations including testing, technical assistance, quality surveys, audits, nonconforming reports, corrective actions and Material authorizations. Including other duties that may be not be stated, as directed by your supervisor.
- Responsible for the management of the quality staff and quality resources.

Quality Assurance Manager Skills/Qualifications:

- **Must** have minimum of 3-5 years’ experience in manufacturing background.
- **Must** have knowledge of basic fastener and/or basic metallurgy including fastener plating’s, heat treating and coatings.
- **Must** have knowledge of fastener testing and equipment.
- **Must** have ISO9001, supplier/internal quality audits experience.
- **Must** have PPAP experience.
- Strong verbal and written communication skills.
- CQA and/or CQE certification preferred.
- Statistical knowledge of SPC and capability studies.
- Minimum of 3 years’ experience preferred in statistical principles and applications (SPC, DOE and CPL) product; process and material control; measurements

systems (inspection and test equipment) and Microsoft office computer applications.

Quality Assurance Manager Benefits:

- Paid time off, Vacation.
- Health, Dental, Vision, Life Insurance.
- 401K

Job Type: Full-time

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