

HARPER INTERNATIONAL

POSITION DESCRIPTION

The Position Description is the tool used by Harper International to communicate and clarify the essential job functions, establish the basis for performance expectations, and identify training needs for each position.

Part I - Reporting Structure

Job Title: Quality Engineer
Reports to: Director of Quality
Status: Temporary

Department: Quality
Supervises (Positions): n/a
Date of last revision: Dec 2017

Part II – Position Objective

Supervise the day-to-day manufacturing activities to meet department priorities while adhering to overall schedules and budgets.

Part III – Job Responsibilities

1. Reviews internal and external performance to plan (Inspection and Test Plans (ITPs))
2. Develops measurements or tests to evaluate product quality
3. Analyzing root cause of out of specification product as needed
4. Consults on measurement technique with suppliers. Conducts measurements internally.

IV – Knowledge, Skills, Education

1. Education:
2. Knowledge/experience working with designs/drawings
3. Knowledge/experience with machining, metal fabrications, piping systems
4. Experience working with suppliers
5. Experience with receiving/shipping QC
6. Experience working with customers on warranty issues
7. Experience with ISO and audits even though the company was not certified (like Harper)
8. Experience/training with lean, six sigma, project management and tariff classification & ECCN
9. Experience working with design software (solid works/AutoCAD).
10. Experience with supervision
11. Experience with document control
12. Experience working with ASME products (we do not require this, but, discipline of paperwork and knowledge is a plus)

V- Work Environment

1. Manufacturing environment: Welding, Fabrication, Assembly, Inspection and Testing of high temperature materials processing systems.

2. Union Manufacturing Shop.
3. Regular interfacing with manufacturing facility personnel, production control, purchasing and engineering.
4. 25% travel to suppliers, subcontractors and customers.

VI - 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.

The employee must regularly lift and/or move up to 50 pounds. While performing the duties of this job, the employee is regularly required to talk, hear, stoop, kneel, crouch or crawl, and climb or balance. The employee is frequently required to stand, walk, use hands and reach with hands and arms. The employee is occasionally required to sit.