

Quality Assurance Supplier: Quality Assurance Supplier III

Plans, organizes, directs and reports on all supplier quality-related activities such as raw materials, contracted designed and manufactured items, packaging materials, good manufacturing practices (GMP) service providers and laboratories to assure procurements meet or exceed the requirements. Translates engineering, manufacturing and quality requirements. Assures that customer quality-imposed technical requirements are adhered to by supplier and that a quality system is maintained. Conducts programs designed to improve supplier performance, productivity and process validation. Prepares, maintains and reviews procurement quality assurance procedures to assure compliance with customer and/or government requirements. Reviews and analyzes corrective action reports and purchase orders in an effort to reduce and eliminate defects. Monitors quality control activities and systems at supplier and subcontractor facilities. May administer a certified supplier program. May also audit third party manufacturers, due diligence and vendor selection process. May perform deviation investigations into quality issues.

Knowledge

Complete understanding and application of principles, concepts, practices and standards. Full knowledge of industry practices. Ensure the quality of selected items purchased, supplier performance and compliance to contractual requirements.

Problem Solving

Develops solutions to a variety of complex problems. May refer to established precedents and policies.

Discretion/Latitude

Work is performed under general direction. Participates in determining objectives of assignment. Plans schedules and arranges own activities in accomplishing objectives. Work is reviewed upon completion for adequacy in meeting objectives.

Impact

Exerts some influence on the overall objectives and long-range goals of the organization. Erroneous decisions or failure to achieve objectives would normally have a serious effect upon the administration of the organization.

Liaison

Represents organization as a prime contact on contracts or projects. Interacts with senior internal and external personnel on significant matters often requiring coordination between organizations. Interacts with all levels of management, external suppliers and customer representatives. Regular contact with DoD customers.

Work Products (Examples may include but are not limited to)

Quality System Databases and Software Applications; i.e., TIPQA and FRACAS. Microsoft Applications. Inspection and Measurement; i.e., Microscope. Working knowledge of ISO-9000/AS9100 Quality Management System Standards, Supplier QA Programs Requirements and control of nonconforming material requirements. Solid understanding of relationships among Procurement, Suppliers and other functions. Full knowledge of production planning, setback schedules and manufacturing process flows.

Minimum Education and Experience

6+ years of directly related experience with a Bachelor's Degree in Electrical or Mechanical Engineering. Green Belt Certification recommended.