



Summary

Job Title
Quality Technician

Department
Fabrication

The Quality Technician position is responsible for playing a critical role in inspection and production process control, document control, and maintenance and improvement of the quality control system.

The Quality Technician has a key role in the Fabrication Quality System at all AirCorps Aviation locations.

Reports To: Production Manager

Responsibilities & Authorities:

- Ability to follow Component Maintenance Manuals operations and procedures.
- Responsible for Tool Calibration Process.
- Creation and Control of Job Travelers.
- Completes and maintains all required records and documentation.
- In Process Inspections
- Assists in production of SOPs and other beneficial process mapping.
- Receiving Inspections of goods and materials.
- First Article Inspections and Reports.
- Final Inspections and Reports.
- Engages with and provides exceptional customer service to vendors and customers
- Proactively evaluates supplier capacity, internal production capacity, and lead-times based on customer demand and sales forecasts.
- Leads and/or participates in the successful implementation of identified process improvements initiatives.
- Provides ideas and implementation of continuous quality improvement through monitoring and measuring existing processes and products.
- Identifies opportunities for process improvement and cost reduction in company's manufacturing, purchasing, and inventory management processes.
- Executes parts production process and setup, to include planning for availability of needed resources, and assisting in the development of production schedules.
- Promotes Continuous Improvement Practices
- Performs additional duties as assigned.

Key Responsibilities

RESULTS

Safety & Organization	35%
<ul style="list-style-type: none"> • Follows and complies with all safety and company work rules and regulations, including drug and alcohol testing policies. • Maintains safe work habits and adheres to correct use of proper personal protective equipment. • Safety training has been completed in accordance with company requirement. • Maintains an awareness of safety-sensitive work and surroundings. Responsible to identify potential and actual hazards and mitigate damage to persons and property. • Responsible to maintain detailed descriptions in Harvest software and appropriately track times. • Displays reliable attendance and schedules time-off with advance notice. • Attendance requirements are being met. • Organizes all tools, supplies, and equipment for easy accessibility to maximize efficiency. 	
Quality	35%
<ul style="list-style-type: none"> • Works efficiently and independently with minimal supervision within defined quality standards to ensure timely completion and compliance of projects. • Effectively and proficiently adapts to changing tasks and project requirements. • Seeks out opportunities to build new skills and develop work quality. • Completes all assigned tasks according to team production schedule. • Identifies the most efficient way to safely complete scheduled assignments. • Assists in empowering employees to be responsible for their results by supporting quality awareness and training programs. • Executes Quality Assurance and Quality Systems while driving quality throughout the company. • Works with suppliers and internal teams to determine appropriate tolerances and product quality levels, considering the effect on sales and profitability. • Addresses product, part, or components quality issues with suppliers and shipping companies, and takes corrective action to resolve issues. 	
Technical & Systems Knowledge	30%
<ul style="list-style-type: none"> • Seeks out and uses technical resources in the appropriate format. • Effectively and proficiently uses computer-based and online software and systems daily. • Effectively and proficiently navigates Aircorps' online and physical libraries to access part drawings, manuals, and other resources. • Proficiently uses Aircorps Aviation's software to communicate project needs with other team members, maintains relevant compliance data, and monitors task completions. 	
Total	100%
CORE VALUES	
Teamwork	20%
<ul style="list-style-type: none"> • Places the importance of the team's common goals above their individual achievement • Contributes to an environment of free flowing communication that helps us collaborate • Works well with others and supports the people on their team 	
Integrity	20%
<ul style="list-style-type: none"> • Does the right thing, even when no one is looking • Honors commitments and accepts responsibility for their actions • Demonstrates personal accountability to co-workers by fulfilling their role on the team 	
Excitement	20%
<ul style="list-style-type: none"> • Displays energy, passion, and enthusiasm for their work • Shows a strong desire to learn new things and improve their professional skill set • Seeks out and uses new technology or ideas to improve the effectiveness of their work 	

Stewardship	20%
<ul style="list-style-type: none">• Embraces a responsibility to preserve history, honor veterans, and serve our community• Completes work in a responsive manner to ensure our customers receive reliable and dependable services• Focuses on customer-oriented actions that will build strong, long-term relationships	
Quality	20%
<ul style="list-style-type: none">• Does their part to maintain world class craftsmanship and service for our customers• Does not cut corners or take shortcuts; completes the job right the first time• Takes pride in their work and holds themselves to a very high standard of performance	
Total	100%

Requirements

Qualifications:

- Be able to read, write, and speak English clearly.
- Minimum 2 years of PC-DMIS Experience.
- Minimum 5 years of Quality control system experience.
- Minimum 2 year Technical Degree.
- Prolonged periods sitting at a desk and working on a computer.
- Must be able to lift and pull objects weighing up to 30 pounds at a time.