

Job Description – Quality Control Technician

Summary

The Quality Control Technician is responsible for direct examination of products to ensure that quality standards and procedures are met and aligned with customer specifications. Requiring a high level of attention to detail, the Quality Control is responsible for strictly adhering to the organization's quality assurance policies and identifying defects and/or production errors to prevent these materials from entering the supply chain. Other responsibilities include communicating and coordination with yard personnel to aid in product placement and transportation planning. This position is out of the Envirem Miramichi facility.

Core Competencies

- Communication
- Energy and Stress
- Team Work
- Quality Orientation
- Problem Solving
- Accountability and Dependability
- Ethics and Integrity
- Computer skills including Microsoft Excel and Word

Job Duties

- Material testing and analysis to ensure minimum standards are met.
- Flagging defective product batches and removing from production; including the reporting of non-compliant materials.
- Reporting defects and damaged product to Production Manager.
- Perform internal QC audits that are compliant with corporate policies, practices, and procedures.
- Support new product development and continuous improvement by integrating quality control tools into processes.
- Promote and advocate quality achievement and continuous improvement across the organization.
- Create and maintain quality control documentation.

- Communication with yard staff to effectively organize holding yards to increase efficiency of loading.

Requirements

- Diploma from a recognized Community College or Institute of Technology in Environmental, Civil Engineering or equivalent training or experience.
- Minimum two years of direct work experience with QA systems, guidelines, and associated standards.
- Direct knowledge of QA methodologies.
- Practical experience with risk management, product testing, capability studies, and control plans.
- Training and knowledge of Six Sigma techniques and Lean Manufacturing are desirable.
- Highly motivated and self-directed, capable of multi-tasking, and able to work with minimal supervision.
- Extremely detail-oriented and analytical thinker.
- Able to interface directly with cross-functional teams.
- Ability to create and review technical documentation, including plans, test procedures, and design documents.
- Able to develop, review, and maintain metrics and quality audits.
- Strong problem identification and problem resolution skills.
- High level of proficiency with Microsoft Office productivity suite.
- Strong work ethic and positive team attitude.

Working Conditions

- Travel may be required.
- Manual dexterity required to use desktop computer and peripherals.
- Overtime as required.
- Working in a manufacturing environment with exposure to noise, heavy equipment and Seasonal weather

Applications can be sent to careers@envirem.ca