



Posting Date: 3/23/2018

Posting End Date: until filled

The following position is currently open. If you wish to apply, please submit your resume and cover letter to:

jobs@tectran.com

JOB TITLE: Quality Coordinator/Technician

JOB TYPE: Full time

LOCATION: Winnsboro, TX

BACKGROUND & POSITION OVERVIEW

TECTRAN is a fast-growing manufacturer of pneumatic & electrical systems, supplying OEM & aftermarket customers in the Heavy-Duty Truck, Trailer & Bus markets throughout North American & for export.

We are currently looking for a skilled individual to fill a newly created roll within our Quality Assurance Department. This position is responsible for the day to day tasks of the Quality function. Applies guidance as well as "hands on" problem solving skills, quality improvement tools and Quality Control techniques to improve manufacturing process reliability, remedy non-conforming product issues, address customer needs and assure compliance with all company and industry standards. This position will play a significant role in the continuous development and improvement of Tectran's Quality Management System. Supports the group's role in new product launch. The successful candidate must have excellent communication skills, be results driven, proactive, self-motivated as well as internally and externally customer focused. The Quality Department is a service function supporting the manufacturing team.

SPECIFIC DUTIES

- Perform inspection processing from incoming, in-process and final assembly
- Create, revise, distribute and file manufacturing instructions, standard procedures, process specifications, forms and visual standards. Ensure latest revision is controlled and used.
- Coordinate non-conforming material (NCMR) disposition. Contain stock; coordinate rework activity (includes training, quality alerts and visual aids). Verify conformance to customer requirements. Support Material Review Board (MRB).
- Coordinate correction action procedure (CAR). Write C.A.R.; support interim action, root cause, corrective action, preventative action and implementation. Perform verification.
- Determine and development new inspection/verification methods and tooling as needed to support new product requirements. Provide training as necessary.
- Develop and perform process audits, and Quality System audits.
- Develop and perform product testing as needed.
- Participate in improving our product, processes, equipment, and methods. Solicit product and process improvement ideas and report to site and corporate management.
- Support Customer satisfaction including Cost, Quality, and Delivery.
- Support/perform customer specific requirements including first article inspection, PPAP and prototype testing as needed.
- Support compliance to all standards and specifications including ISO-9001, DOT, FMVSS and SAE regulations.
- Update periodic quality graphs and performance indicator reports including scrap counts, NC material analysis and customer complaint log.
- Communicate quality activities back to Corporate Quality Manager frequently.
- Support the facility as a technical resource on product knowledge, manufacturing methods and quality techniques.
- Perform other/additional duties as directed by Management, Plant Manager, Quality Manager

SKILLS

- Associates degree in a technical discipline (prefer Mechanical or Manufacturing) Bachelor's Degree preferred, Trade School, and/or Quality Inspection Certification will be considered
- 1+ years' experience supervising a Quality Assurance/Quality Control group desirable.
- Electro-mechanical equipment experience desirable
- 5+ years' experience in a manufacturing environment.
- Independent worker with attention to detail.
- Proven experience supporting ISO 9001 or other comparable Quality System
- Experience with product failure analysis and material evaluations desirable
- Solid communication (verbal and written) skills
- Ability to problem solve
- Confident decision making ability
- Excellent math skills
- Computer proficiency in Word, Excel
- Solid Understanding of Manufacturing and Assembly Processes
- Process Auditing Knowledge
- Some CAD skills preferable

TECTRAN is an Equal Opportunity Employer. We offer a competitive benefits package with a generous employer contribution toward our group Health plan and Voluntary Dental, Life, Supplementary insurance plans. PTO, tuition and position relevant Certification and Education reimbursement.