

Department: Quality  
Reports To: Quality Manager  
Approved By: Quality Manager  
Non-Exempt Position

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**ESSENTIAL DUTIES AND RESPONSIBILITIES:**

The Quality Engineer, under minimum supervision will have primary job responsibility to manage high reliability military/defense aerospace, medical and commercial contractors and associated supply chains. Job knowledge and experience in Printed Circuit Board Assembly, Electro Mechanical, and cable assembly manufacturing is required.

In addition, this job requires the engineer to spearhead the operation, programming and training of operators of AOI, Automated Optical Inspection and a 3D Xray equipment.

- Manage various assigned programs for quality compliance to all aspects of customer contracts.
- Must have the ability to understand customer contracts, SOW, specifications/requirements and to have the ability to define and document the required planning to ensure customer requirements are met.
- Must have strong experience in ESD and FOD Management, Corrective and Preventive Action (CAPA), Nonconforming materials and MRB Management.
- Must have good communication skills, verbal and written, to properly communicate with customers and suppliers.
- Selection and use of manufacturing equipment including knowledge of calibration requirements.
- Provide technical support for all inspection processes.
- Quality process management, including methods/processes, process data and results including SPC data collection and analysis of trends to initiate corrective and preventive actions and to eliminate potential and/or actual product non-conformances.
- Must have the ability to review and approve AS9102 FAIR's, supplier data packages and test data reports.
- Must be proficient in computer skills, report writing, spread sheets and graphs as a minimum.
- Must have work experience utilizing ISO 9000 and AS9100 Quality Assurance systems.
- Must have the ability to personally perform full mechanical inspections including drawing interpretations, PCB inspections, manage in-house training programs, Customer program tracking and administration, Supplier Quality Management, Calibration Management, and Agency Support (UL, CSA, CE, TUV).
- Must support customer and supplier audits.



## JOB DESCRIPTION

### TITLE: QUALITY ENGINEER (QE)

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- It is the responsibility of final Inspection with support from the quality engineer to verify the contents of the work order traveler records and acceptance data packages to insure conformance to customer documentation requirements.

As a leader for Irvine Electronics, the candidate shall encourage and empower employees to continually improve productivity and process efficiency for the company.

Quality Engineer has the authority to release or hold product from shipment.

#### **EDUCATION AND/OR EXPERIENCE:**

A minimum of three years' experience is required in the Quality Engineering Military/Defense, Aerospace industry.

Hands on and job knowledge of CCA assembly, cable assembly, mechanical assembly and workmanship standards, IPC-610 and J-STD-001, as a minimum.

Experience preferred in ANSI-Y14.5, J-STD-001 (S), IPC-A-610, IPC-A-600, IPC-A-620, industry standards in ESD including ANSI ESD S20.20, supplemental Quality and Calibration specifications.

Must have the ability to work independently with minimal supervision in a hands-on, fast-paced environment.

#### **Must be a U. S. Person.**

#### **ADA REQUIREMENTS:**

The key physical requirements for this position include the ability to use standard office equipment including PC's, fax, and copy machine, movement within a standard office and distribution warehouse area, walking, sitting, standing, climbing, carrying, pushing/pulling and lifting 1–30 pounds occasionally. Telephone use is a must.

#### **EYE EXAM REQUIREMENT:**

An annual eye exam is required due to the nature of our business and customer requirements.

I \_\_\_\_\_ (employee) have read and agree to the duties, responsibilities and requirements of this job description and have the ability to perform them successfully.

Employee Signature:

Date:

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