

# **HSM Quality Inspector**

## **Job Description & Core Responsibilities**

The primary function of the Quality Inspector is to ensure product is moving through the factory to specified drawings and leaves HSM in perfect condition and to customer requirements. This role will assist the QHS Manager in promoting our company goals & values. To ensure Quality targets and KPI's are achieved by effective communication, motivation & attention to detail. Provide feedback to QHS Manager on Inspection issues and defects and be able provide actions to correct. Ensure the correct quantity of parts has been produced to a high standard & within specifications. Promote a safe working environment & ensure Health & Safety procedures are supported.

**Reporting to:** Quality, H&S Manager.

### **Your key deliverables:**

- To respect & adhere to our core business values & rules of our organisation.
- Ensure that Health and Safety guidelines and procedures are followed.
- Work with QHS Manager to implement a quality culture that represents the companies' policies and goals.
- Read and understand technical drawings and specification.
- Visual and Measurement Inspection of completed and in process parts.
- Using various handheld measuring instruments to ensure products are manufactured correctly.
- Maintain the inspection documentation for the traceability of product.
- Promote the companies 'Brand Promise'.
- Ensure our quality standards are being maintained in conjunction with the Quality Manager and the business's ISO9001 certification.

### **Core Responsibilities:**

- Ensure received product conforms to specification by carrying out visual and dimensional checks. Communicate any required changes and or issues.
- Verify manufactured parts meet company and customer Quality requirements prior to despatch from HSM to the customer.
- Ensure all documentation is completed accurately and distributed accordingly.
- Ensure any MITP, ITP, Material CoC's etc are completed and put with the relevant jobs.
- Ensure that all quality procedures have been followed and applied prior to dispatch of product.
- Ensure handheld measurement equipment such as calipers and verniers for the role of Quality Inspector are in good working order and calibrated.
- Assist with Root cause analysis and problem-solving activities on the shop floor where required.
- Complete FAIR's in line with customer requests and company procedures.
- To lease with suppliers on part issues, complete and follow the CAR processes to correction – where required.
- To have both good written and verbal communication skills.
- A good team player.
- To be both punctual and reliable.
- Any other duties as reasonably requested.