

 Peninsula Plastics Recycling, Inc. 530 S. Tegner Rd. Turlock, CA 95380	JOB DESCRIPTION
JOB TITLE:	Quality Assurance Technician

SUMMARY

Plans, coordinates, and directs quality control program designed to ensure continuous production of products consistent with established standards by performing the following duties personally or through delegation.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.

Understand and follow all plant safety guidelines, including safe lifting practices (ergonomics) and safe machine operation. This will include the proper Personal Protective Equipment used in any given task.

Develops and analyzes statistical data and product specifications to determine present standards and establish proposed quality and reliability expectancy of finished product.

Formulates and maintains quality control objectives complementary to corporate policies and goals.

Creates and implements inspection criteria and procedures.

Interprets quality control philosophy to key personnel in organization.

Coordinates objectives with production procedures in cooperation with other lead people to maximize product reliability and minimize costs.

Applies total quality management tools and approaches to analytical and reporting processes within each department.

Designs and implements quality control training for workers engaged in inspection and testing activities to ensure continuous control over materials and products.

Works with vendors to ensure quality of all materials for company use.

Plays active role on teams within organization.

Investigates and adjusts customer complaints regarding quality. Process customer MRC's.

QUALIFICATIONS To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

EDUCATION and/or EXPERIENCE

High school diploma or general education degree (GED) with experience and/or training; or equivalent combination of education and experience.

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LANGUAGE SKILLS

Ability to read, speak, and write English. Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence. Ability to speak effectively before groups of customers or employees of organization.

COMMUNICATION SKILLS

Strong leadership including good oral and written communication. Ability to read, analyze, and interpret general business periodicals, professional journals, technical procedures, or governmental regulations. Ability to write reports, business correspondence, and procedure manuals. Ability to effectively present information and respond to questions from groups of managers, clients, customers, and the general public.

MATHEMATICAL SKILLS

Significant knowledge of Statistical Process Control (SPC). These mathematical skills must include computer literacy (word processing and spreadsheets). Ability to apply advanced mathematical concepts such as exponents, logarithms, quadratic equations, and permutations. Ability to apply mathematical operations to such tasks as frequency distribution, determination of test reliability and validity, analysis of variance, correlation techniques, sampling theory, and factor analysis.

REASONING ABILITY

Strong attention to detail. Ability to define problems, collect data, establish facts, and draw valid conclusions. Ability to interpret an extensive variety of technical instructions in mathematical or diagram form and deal with several abstract and concrete variables.

PHYSICAL DEMANDS The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

While performing the duties of this job, the employee is regularly required to stand; walk; use hands to finger, handle, or feel; reach with hands and arms; and talk or hear. The employee frequently is required to sit and stoop, kneel, crouch, or crawl. The employee is occasionally required to climb or balance and taste or smell. The employee must frequently lift and/or move up to 10 pounds and occasionally lift and/or move up to 40 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

WORK ENVIRONMENT The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job.

Team environment with overtime and on call communication as needed. While performing the duties of this job, the employee is regularly exposed to moving mechanical parts. The employee is occasionally exposed to wet and/or humid conditions and toxic or caustic chemicals. The noise level in the work environment is usually loud.