



Quality Assurance Manager

Purpose:

The Quality Assurance (QA) Manager will oversee the activity of the quality assurance department and staff, developing, implementing, and maintaining a system of quality for the company products and services.

Duties/Responsibilities:

- Oversee the generation of work instructions, processes, and procedures related to QMS
- Oversee the data analysis for statistical process control including root cause analysis
- Develops, implements, and manages processes to ensure that products meet required specifications for quality, function, and reliability prior to delivery.
- Develops, implements & maintains compliance to all ISO certifications
- Lead and coordinate all internal and third-party audit activity
- Identifies and sets appropriate quality standards and parameters.
- Communicates quality standards and parameters to QA team, production team, manufacturing engineering team, and other appropriate staff.
- Reviews customer feedback, including corrective action coordination
- Interviewing, hiring, training employees, appraising work performance.
- Handling disciplinary actions with employees and problem resolution
- Performs other duties as assigned.

Education and Experience:

- Bachelor's degree in Business, Engineering, or field related to the manufacture of electronic systems.
- Minimum of 5 years of experience in related field required with supervisory experience a plus.
- ISO 9001:2015, AS9100D W/Space Addendum, ISO 13485, IPC-A-600, IPC-A-610, J-STD-001

Required Skills/Abilities:

- Excellent verbal and written communication skills
- Excellent interpersonal and customer service skills.
- Excellent organizational skills and attention to detail.
- Excellent time management skills with a proven ability to meet deadlines
- Strong analytical and problem-solving skills
- Strong supervisory and leadership skills.

Proficient with Microsoft Office Suite

This position may require exposure to information which is subject to US export control regulations, i.e. the International Traffic in Arms Regulations (ITAR) or the Export Administration Regulations (EAR). All applicants must be U.S. persons within the meaning of U.S. regulations.