



QUALITY MANAGER

POSITION SUMMARY: Responsible for the maintaining the organizations quality management system.

RESPONSIBILITIES:

- Promoting quality achievement and performance improvement across the organization
- Maintaining a constant awareness of the business context and company profitability
- Assessing product specifications and customer requirements
- Ensuring compliance with national and international standards
- Considering application of environmental and health and safety standards
- Agreeing in-house standards
- Defining processes and procedures in conjunction with operating staff
- Bringing together staff of different disciplines and driving the group to formulate and agree comprehensive quality procedures
- Working methodically to establish a clearly defined management system that all staff can apply
- Setting up and maintaining controls and documentation
- Supervising technical staff in carrying out tests and checks, often in a laboratory environment
- Ensuring tests and procedures are properly understood, carried out and evaluated and that product modifications are investigated if necessary
- Collating and analyzing performance data against defined parameters
- Writing technical and management system reports
- Supervising the programmer of internal auditing
- Supervising the program of continual improvement to product or services
- Pinpointing relevant quality-related training needs

Supply chain management:

- Working closely with purchasing staff to establish supplier quality performance criteria and monitor supplier performance
- Assessing suppliers' product specifications and quality plans
- Supervising the program of supplier audits in relation to Quality.

Liaison activities

- Liaising with other managers and staff, particularly in areas such as design, production and purchasing
- Persuading sometimes experienced and reluctant staff to change their way of working to incorporate quality methods
- Acting as key contact with customers' auditors and being responsible for ensuring the execution of corrective actions and ongoing compliance with customers' specifications
- Establishing reasonable standards of service for customers or clients
- Preparing clear explanatory documents such as customers' charters
- Monitoring performance through gathering relevant data and producing statistical reports
- Ensuring compliance with relevant legislation

QUALIFICATIONS:

- BS degree in a Mechanical Engineering or equivalent
- Minimum of 5 years' experience in a Quality Engineering role
- Must be well versed in ISO 9001:2015 requirements including quality practices and procedures and maintain internal audit program



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- Comfortable reading blueprints and customer related drawings.
- Strong computer literacy skills with working knowledge of word processing, spreadsheet, project management and manufacturing software.
- Must possess good communication skills, written and verbal, and must be able to interact with customers and employees.
- Strong attention to details, highly organized, able to multi-task.
- Must be punctual and dependable, able to work with little supervision. Must be able to maintain files in a neat and orderly manner

All employees are expected to set the highest level of safety expectation in their work, display the highest level of safe behavior, actively participate in PSIMP's safety program, and adhere to all safety rules and regulations. Employee Health & Safety is a part of our company culture and participation is required for all employees.

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