

JOB OPENING

United Electric Controls has the following position open in its QA Department

Job Title: Quality Assurance Supplier Engineer

FLSA: Exempt

Labor Grade: 9

Department: Quality Assurance

Purpose: Lead quality improvement effort of UE's supplier base through supplier quality initiatives including supplier qualification, establishing quality standards, corrective and preventive action, improvement of inspection processes, and establishing supplier process controls.

General Qualifications:

Requires:

- Bachelor of Science degree in Engineering and 3 to 5 years related industry experience.
- Demonstrated excellent written, verbal, technical, and interpersonal skills and an understanding of manufacturing processes.
- Requires travel approximately 15-20% of the time, domestically, and possibly some international travel.
- Thorough understanding of ISO 9001 Quality Assurance System requirements.
- Thorough understanding of Incoming Inspection methods and use of associated tools and gages.
- Ability to manage supplier quality audit and corrective action systems.
- Ability to develop Quality Assurance plans and procedures.
- Microsoft Office, or equivalent, and Dataflo or equivalent manufacturing software experience required.
- Able to work independently on projects/assignments with minimal supervision.
- Ability and willingness to work in a team based environment with a commitment to continuous learning and improvement.
- Technical knowledge and understanding of materials and components (mechanical, electronic, and manufacturing processes) to ensure specified requirements are met.

Typical Responsibilities:

- Supervise the Incoming Inspection function and management of the supplier corrective action system and supplier audit process.
- Maintain and improve the supplier evaluation and quality rating system.
- Determine metrics, analyze data and generate reports for Management.
- Coordinate and lead supplier audits to understand suppliers manufacturing processes and approach to root cause analysis and problem resolution.
- Ensure consistent material / component quality is achieved through supplier process improvements.
- Work closely with Engineering and Supplier Development to ensure the company's quality needs are met through development and management of key suppliers.
- Administration of the Ship-To-Stock program. Evaluate parts history to determine when parts / suppliers should be added or removed.
- Participate in lean manufacturing practices and communicate lean initiatives to suppliers.
- Provide leadership to UE cross-functional teams when dealing with component and supplier quality issues, ensuring conditions adverse to quality are addressed.
- Participate in ECN meetings and work with appropriate areas to ensure changes are properly implemented.
- Lead the Material Review Board and resolve quality-related discrepancies with suppliers.
- Assist in implementation of department and corporate goals.
- Maintain safe work environment by following company safety procedures.
- Perform other duties as assigned.

Supervision Received:

Reports to Quality Assurance Supervisor

Applications need to be completed and passed in to Jackie Killeen in Human Resources by Friday, Dec. 11 2009.