

Job Title: Quality Support

Position Summary:

Assist the Quality department in the areas of floor support and product sampling. Responsible for testing and inspecting parts and products at various stages of the production process; Test and evaluate statistical data to determine and maintain quality and reliability of the parts. Assist GNS production personnel in quality related issues.

Essential Responsibilities:

- Offer floor support and quality assistance to production staff.
- Assist in final inspection of product to be shipped.
- Assist in rework process.
- Perform 1st piece and End run sample inspection.
- Always alert to possible quality problems.
- Notify supervisor when part non-conformance arises.
- Identify and quarantine of suspect non-conforming parts during manufacturing process
- Review hold/sort area; provide operator training and instructions
- Complete and maintain all required administrative and process documentation.
- Assist with maintaining fixtures
- Maintain safety standards of workplace.
- Keep work area clean and well organized in a 5S manner.
- May assist in the training of other employees as indicated.

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 Experience:

High school diploma or GED preferred
6 months+ of Quality experience in a metal stamping environment or 1 year+ of experience in GNS America production environment

Job Knowledge, Skills and Abilities:

Knowledge: Working knowledge of ISO/TS16949:2002 quality system; Basic knowledge of production process.

Skills: Computer proficiency, including MSOffice, Outlook and Internet tools; must have database and spreadsheet experience.

Abilities: Ability to read and operate various quality measuring instruments: micrometer, scale, calipers, height gauges and all other basic inspection tools; Ability to work effectively within a steady paced team environment; Ability to manage time properly in a fast-paced environment; Ability to problem solve and communicate effectively .

Physical Demands & Work Environment:

The characteristics described below are representative of those encountered while performing the essential functions of this position. Reasonable accommodations will be made to enable individuals with disabilities to perform the essential functions.

Physical Demands: While performing the duties of this job, the employee is regularly required to sit, talk, hear and enter data using a keyboard and mouse. The employee is frequently required to use hands to finger; handle; feel; stand; walk; reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl and smell. The employee must occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision. This job involves repetitive tasks and attention to detail. Fast-paced environment, usually work standard 40-hour weeks, but overtime may be necessary as work load's dictate. This may include weekdays, weekends and/or holidays.

Work Environments: Work performed in a shop environment and regularly exposed to dust, odors, oil, fumes and noise. GNS has established process, procedures, and protective equipment to reduce or eliminate exposures to these hazards and full compliance is a requirement of the job. Requires working in non-air-conditioned variable temperature factory setting. Employees are exposed to extreme heat and/or cold and other work place hazards. Noise level in the work environment is mostly loud. Employees may be subject to random drug and alcohol testing, pre-employment physical and background checks.