



# SPENCER PLASTICS, INC.

## Job Description

### Quality Engineer

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Department: Quality

#### General Responsibility

- The Quality Engineer is responsible for all aspects of quality assurance including first article inspections, capability studies, DOE, developing procedures, root cause analysis, corrective and preventative actions and all other areas of quality control programs in an ISO 9001:2015 environment.

#### Essential Duties and Responsibilities

- Facilitate & lead APQP Process including cross functional team meetings
- Support the Quality Technician with development and implementation of the automotive core tools for new product launch and annual validation
  - Advanced Product Quality Planning & Control Plan (APQP), Production Part Approval Process (PPAP), Failure Mode and Effects Analysis (FMEA), Statistical Process Control (SPC) and Measurement System Analysis (MSA).
- Facilitate the implementation of appropriate changes to product, process, system and procedures through the Engineering Change Order (ECO) process to prevent the recurrence of reported nonconformities
- Facilitate appropriate team-oriented problem-solving tools and techniques (e.g. 8D, 5 Why's, Fishbone, etc.)
- Develop training materials and train appropriate personnel on problem solving tools and techniques
- Maintain and update procedures and work instruction as necessary to ensure robust operation of the QMS
- Participate in the development and maintenance of formal quality systems, e.g. ISO 9001 & IATF 16949.
- Product and process analysis with the ability to recognize and recommend new and emerging technologies and methods
- Provide service to customer and suppliers, at their location if required.
- Perform other assigned duties as requested by management
- Assist Quality Manager with Supplier Management processes

#### Education and Experience

- Bachelor of Science degree in Engineering or technical field is desirable with 5+ years of experience. Experience may be considered in lieu of a degree for a candidate who can demonstrate the combination of experience, training and education to be capable of successfully fulfilling all duties and responsibilities of the position.
- Minimum 5 years of quality experience in an ISO9001 manufacturing environment, Plastic Injection Molding experience is a plus
- Knowledge and familiarity with OGP (Optical Gauging Product) CMM (Coordinate Measuring Machine) and other measuring devices used to ensure quality and acceptability of the product. PC-DMIS Software experience a plus
- Previous experience in gage selection, use and maintenance and in automated gage SPC systems and the ability to apply GD&T (Geometric Dimension & Tolerance) where applicable.
- Knowledge of ISO9001:2015 and the automotive standard IATF16949:2016
- Excellent written and verbal communication skills
- Strong leadership and facilitation skills. Highly effective working in a team environment
- Highly organized and detail-oriented, with strong follow-through
- Exceptional analytical and problem-solving skills
- Computer skills include familiarity with Windows operating systems, Microsoft Word, Excel, and Project.



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**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 required to stand, handle parts, feel objects, tools, or controls; and reach with his hands and arms.
- The employee is frequently required to walk performing this position's duties. Routinely requires bending and lifting of plastic injection molded parts. Specific vision abilities required by this job include close vision, peripheral vision, depth perception, and the 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.
- While performing the duties of this job, the employee regularly works near moving mechanical parts and is regularly exposed to heat. The employee regularly works near moving mechanical parts and is regularly exposed to fumes or airborne particles and vibration.
- The noise level in the work environment is usually loud.

**Additional Requirements**

- To perform this job successfully, an individual must be able to perform each essential duty satisfactorily.

**Language Skills**

- Ability to read and comprehend simple instructions, short correspondence and memos.
- Ability to write simple correspondence if needed.
- Ability to communicate effectively with customers in foreign countries is beneficial.

Spencer Plastics is an Equal Opportunity Employer