



Job Description

Job Title: Quality Control Analyst
Department: Quality
Reports To: Quality Engineer or Quality Manager
FLSA: Non-Exempt

Essential Duties and Responsibilities include the following:

- Interprets engineering drawings for components, sub-assemblies and final assemblies (GD&T).
- Conducts first piece inspections, in process inspections (where and when applicable) per instructions and control plans.
- Conducts inspections on Electronic assemblies to IPC610A and board inspection to IPC600
- Uses and reads digital and/or veneer, calipers, micrometers, height gauges, dial indicators.
- Inspects gages for “Out of Calibration” and follows reaction plan for noncompliant gages
- Uses video comparator, microscope, microvu (automated and manual) and any other special measuring devices implemented for testing including all electrical testers.
- Keeps area Production Group and Team Leaders and any other applicable staff advised of quality or potential quality issues.
- Maintains paperwork and records for all inspections and audit rejections through proper log entries and email via Excel, Word, Infinity SPC, ROI and Share Point.
- Completes incoming receiving inspections where applicable.
- Completes process audits when assigned.
- Composes a process or product deviation.
- Understands characteristics such as splay, mismatch, flash burrs, short shots, burns, tombstone, billboarding etc.
- Defines containment barriers for all nonconforming products and presents data to supporting departments to determine proper disposition of that product.
- Collects, reads and interprets data relating to control plans, application drawings, product specifications.
- Performs additional measuring or testing for capability studies or Gage R&Rs as required by other departments including, but not limited to, Quality Assurance, Design Engineering and Manufacturing Engineering.
- Comprehends & uses the 7 Quality Tools (Histogram, Control Charts, Check Sheets, Pareto Charts, Cause & Effect Diagram, Scatter Diagrams, Data Stratification)
- Compose & implement processes, work instructions and/or SOP (Standard Operating Procedures)
- Passes/Fails products by specification tolerances
- Involved in Quality Control improvement projects
- Edits and/or modifies Control Plans under the Quality Engineers direction

- ❑ Fully completes the MRB/Rework process with authorization to close
- ❑ Other duties as assigned.
- ❑ Initiate, conducts, & leads the 5s Methodology in the Quality Control Lab.
- ❑ Collects, reads and interprets data relating to control plans, application drawings, product specifications and FMEAs.
- ❑ Assists Quality Staff in root cause analysis using 8D and corrective action system.
- ❑ Implements & interprets control charts used within process inspections and determines the capability of a process or product.
- ❑ CMM operation & troubleshooting
- ❑ Analyze & stratifies internal variance scrap data for continuous improvement teams
- ❑ Reports QC Data using statistical techniques
- ❑ Supports Quality Control Specialist with continuous improvement projects and/or teams.
- ❑ Troubleshoots lab testing equipment as needed and is the testing expert for all lab equipment
- ❑ Other duties as assigned.

Education and/or Experience:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

This position requires a high school diploma or general education degree (GED), or three to six months related experience and/or training, or equivalent combination of education and experience. To perform this job successfully, a candidate must also possess and/or demonstrate the relevant competencies as outlined in Delta's Competency Matrix and obtains the ASQ CQPA & CSSGB Certification.

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. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to sit and talk and/or hear. The employee is frequently required to stand and walk. The employee is occasionally required to use hands to finger, handle, or feel and reach with hands and arms.

Work Environment:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The noise level in the work environment is usually moderate.