

Job Title:	Quality Assurance Supervisor		
EEO Code:	1B	Direct / Indirect:	Indirect
Job Classification:	Exempt		
Organization:	Quality		

Overview

The Quality Assurance Supervisor will be responsible for maintaining the Quality Management System and ensuring business compliance to all customer and regulatory requirements. General duties include: AS9100 compliance, internal and external audits, supporting Engineering Investigation Reports, gage calibration, inspection stamp control process and dealing with customer and supplier quality performance issues.

Duties and Responsibilities

- Maintains Quality Management System
- Compliance to ISO9001 / AS9100 quality standards
- Focal point for customer audits, including corrective actions
- Performs internal audits and assigns corrective actions
- Participates in customer required PPAPs, PFMEAs, process flow charts
- Supports Engineering Investigation Reports
- Performs quality department training as necessary
- Maintains stamp control process
- Maintains approved supplier list
- Tracks and maintains supplier audit programs, supplier non-conformances
- Manages various quality projects as necessary
- Performs other related duties as required and assigned

Education and Experience

- BS degree or equivalent required
- Experience in aircraft component testing, tear down and analysis
- Experience in report writing and customer communication
- Familiar with program knowledge of basic SPC, MSA, Gage R&R
- Working knowledge of customer and regulatory requirements, including AS9100, ISO9001, FAR part 21 and FAR-145
- Ability to perform PFMEA and Production Flowcharts
- Lean knowledge and/or six-sigma certified

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.


Job Description

While performing the duties of this job, the employee is regularly required to use hands to finger, handle, or feel; reach with hands and arms; and talk or hear. The employee frequently is required to walk. The employee is occasionally required to stand and sit. The employee must occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus

Direct Reports

Calibration Technician

Contact Info:

Ossanna Aywazian
HR Generalist
3151 Kenwood Street
Burbank, CA 91505
Ph 818-843-6211 x244
Fax 818-861-3888