

American Manufacturing & Engineering Company, Inc.

People Serving the Metals Industries Since 1982

Choose the AMECO business family for your Custom Engineered Metal Fabrication Solutions



Mailing Address: 4600 W160th St.
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Email: Sales@AMECO-USA.com
Website: www.AMECO-USA.com

AMECO USA JOB DESCRIPTION

Position Title: Quality Assurance/Control Manager
Status: Exempt
Department: Quality Control & Assurance
Supervisor: Director of Project Management
Hours: 8:00am – 5:00pm, M-F

PRIMARY PURPOSE

Establish, maintain and continually improve the quality program to meet or exceed customer specification and governing requirements

MAJOR RESPONSIBILITIES AND FUNCTIONS

- Ensure that procedures needed for the Quality Management System are established, implemented and maintained in accordance with the AISC Standard for Bridge Components.
- Report to executive management on the performance of the quality management system and any need for improvement.
- Ensure the promotion of awareness of customer requirements throughout the organization.
- Review the Quality Management System at defined intervals sufficient to ensure the stability of the Quality Management System and its effectiveness in satisfying the AISC Certification Standard.
- Communicate with external parties, such as quality organizations on matters relating to the Quality Management System.
- Assignment of quality control duties as needed.
- Determination of acceptance criteria.
- Determination of Quality Control personnel qualification requirements.
- Oversight of QA and QC activities.
- Summarizing and reporting quality conformance measures to management.
- Oversight of the corrective action process.
- Oversight of outside inspection and test services.

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PUBLIC AND PROFESSIONAL ACTIVITIES

Review professional publications. Attend relevant professional activities, trainings, and seminars. Share with staff in order to enhance their professional development.

COMPETENCIES

Effective Communication, Adaptability, Organizational Awareness, Customer Service Excellence, Teamwork, Professionalism, Continuous Learner, Organized, Interpersonal/People Skills, Multitasking, Attention to Detail, Leadership, Personal Accountability, Commitment, Problem Solving, Integrity, Technological proficiency, Steward of Assets, Developing Others

PHYSICAL DEMANDS

Standing for long periods of time, and must be able to lift up to 35 pounds

PREFERRED QUALIFICATIONS

Engineer or Technician who, by training and experience in metals fabrication, inspection and testing, is acceptable to the Engineer as an equivalent to an AWS Certified Welding Inspector.

MINIMUM REQUIRED QUALIFICATIONS

(5) Years of experience with Quality Programs and inspection requirements associated with light and heavy structural steel fabrications. AWS Certified Welding Inspector (CWI) qualified and certified in accordance with the provisions of AWS QC1, Standard and Guide for Qualification and Certification of Welding Inspectors.

EDUCATION

High School Diploma or GED.

Engineering degree from an accredited Engineering College or University.

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COMPANY POLICY/PROCEDURE COMPLIANCE

Follow all company policies and procedures as well as all state, local, and federal laws concerning employment to include, but not limited to: I9 information, EEOC, Civil Rights, and ADA.

The company does not tolerate sexually oriented or other unlawful discriminatory actions, gestures, harassment, or statements. Any of these behaviors are subject to disciplinary action being taken up to and including immediate termination and are to be reported to management immediately. Maintain confidentiality of company and customers and information at all times. Maintain a professional image with dress and grooming.

In accordance with Federal Law and U.S. this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, or disability.