

Quality Engineer Intern Job Description

Experience	Education
Previous experience in a manufacturing environment is preferred but not required.	2 years or more of: specialized training (trade or tech school) college education majoring in Industrial, Electrical, or Mechanical Engineering or related field.

Position Summary

The quality engineering intern (QEI) supports the operations team in monitoring, testing and inspecting products to make certain they meet specified standards. In this role the QEI may test products to determine how long they will last, what part may break down first and how to improve product durability. This position will also inspect product materials, mechanics and electrical systems while verifying product dimensions, color, texture and strength and locate imperfections. This position will utilize tools such as micrometers, calipers, gauges, volt meters, ammeters and ohmmeters, as well as electronic inspection equipment to aid them in their work. The QEI also designs systems by which production quality can be checked in an ongoing process and will work with the operations team to implement any new quality criteria or assembly methods they may have to be developed.

Tasks

- Performs product or process troubleshooting as necessary, assist other personnel with same. Interfaces with Design Engineering, Quality Engineering, Purchasing or other groups on issues pertaining to product acceptance or rejection.
- Enters data into computer database or other data collection software as necessary.
- Communicate well with others and work in a manner to support a team environment.
- Assists in the analysis and disposition of non-conforming material. Including administering & follow-up of Corrective Actions, and repeat issues.
- Observe and analyze current methods, processes and make recommendations to bring about improved process/product quality, work simplification and cost reduction.
- Utilize data from internal/external sources regarding product quality to develop and implements plan to control and monitor quality improvements.
- Provides assistance to the factory to improve quality and increase productivity.
- Works with plant resources to meet monthly and annual key metrics for cost, delivery, and scrap
- Knowledge of metals or electronics related to manufacturing processes, assembly, testing, and inspection technologies.

Knowledge/Qualifications/Skills

Required Skills: Good computer and communications skills, such as MS Word and Excel (or Open Office). Able to work with all areas of the company, including Manufacturing Operations, Purchasing, Material Stores, Program Management, and Director of Operations.

Preferred Skills: Previous course work in standards for ISO/AS/TS quality management systems would be a plus.

Other Requirements: Position requires US Citizenship; May be asked to assist other areas of company as required.

LIMITATIONS AND DISCLAIMER

The above job description is meant to describe the general nature and level of work being performed; it is not intended to be construed as an exhaustive list of all responsibilities, duties and skills required for the position, nor does this job description in no way states or implies that these are the only duties to be performed by the employee occupying this position. Employees and interns will be required to follow any other job-related instructions and to perform other job-related duties requested by their supervisor in compliance with Federal and State Laws.

All job requirements are subject to possible modification to reasonably accommodate individuals with disabilities. Some requirements may exclude individuals who pose a direct threat or significant risk to the health and safety of themselves or others. Requirements are representative of minimum levels of knowledge, skills and/or abilities and does not include a comprehensive list of duties. To perform this job successfully, the intern must possess the abilities or aptitudes to perform each duty proficiently. Continued employment remains on an "at-will" basis. This document does not create an employment contract, implied or otherwise, other than an "at will" relationship. As an Equal Opportunity Employer, we are committed to a diverse workforce.