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JOB DESCRIPTION

Job Title:	Quality Inspector		
Department:	Quality	Reporting To:	Product Quality Manager
Location:	CIL House Andover, Hampshire / Walworth Industrial Estate / Portway Industrial Estate		
Contract:	Permanent	Hours:	Monday - Thursday: 08:30 – 17:00 Friday: 08:30 – 15:30
Salary:	£24,500 - £27,300 per annum		

ABOUT US

At Custom Interconnect we plan to succeed and never fail! Our values dictate that we have an unrivalled passion for providing the best Electronics Manufacturing Support on offer, with an honest and open attitude to business.

Our vision is to be customers' first choice for the manufacture of mission critical, high technology electronics, adding value globally, and we are dedicated to delivering innovation and service excellence by investing in; design, build and fulfilment of our Customers Products.

Formed in 1987, as a company CIL have grown steadily to become one of the major Electronics Manufacturing Service companies available today. Located in Andover, Hampshire, our 3 manufacturing facilities comprises 80,000sq ft of modern production space to meet our customers' needs.

PURPOSE OF ROLE

As a Quality Inspector, you will be primarily responsible for ensuring that parts which pass through quality control, are inspected and handled in accordance with company operating standards. You will also be required to handle non-conformances, whilst applying excellent attention to detail and complete all relevant administration duties.

PRIMARY ROLES & RESPONSIBILITIES

- To carry out Goods Inward inspection across all sites for bespoke component parts entering the company; ensuring compliance to design specification and contractual requirements. component parts include, but are not limited to: bare Printed Circuit Boards (PCBs), bespoke metalwork such as cases or lids, seals and gaskets.
- To carry out Goods Inwards inspection of component parts arriving at CIL from grey-market sources through the use of various tools, including an X-Ray machine, in order to identify or highlight any potential counterfeit product.

- To identify and record any non-conformances to specification requirements by raising the adequate paperwork and segregating any suspect goods
- To liaise with various stakeholder departments to address any queries with items being inspected, such as Gerber interpretation
- To liaise with various stakeholder departments to support the processing of customer returns
- To support the Stores department by conducting random inspections on goods received and kits prior to issue and to report on any nonconformities found
- To identify and process expired materials
- To organise scrap disposal including chemicals and WEEE
- To support the Stores department by providing knowledge-based support on Stores queries.
- To liaise with the planning and operations
- To report progress regularly on the assigned tasks
- Support the production inspection team with inspection of electronic assemblies according to customer specifications and requirements of new and existing products
- Investigation into customer returns on visual
- Calibration and general maintenance of equipment used in the Inspection work area

TECHNICAL KNOWLEDGE/QUALIFICATIONS

Essential:

- Demonstrable experience in a manufacturing/engineering environment ideally within the Electronics Manufacturing Sector
- Experience of reading and understanding detailed mechanical drawings, essential
- Computer Literate with use of Microsoft Word, Excel and use of MRP or ERP systems would be an advantage
- Use of handheld metrology instruments such as Vernier Calipers, Micrometers and Slip Gauges
- Strong team work background
- Ability to follow instruction
- Good communication skills

Desirable:

- Holds a minimum Level 3 Qualifications, ideally in electronics engineering or equivalent.
- Dangerous Goods Awareness
- IPC-A-600 Acceptability of Printed Circuit Boards
- Awareness of ESD Control

Note: This job description is not exhaustive and will be subject to periodic review. It may be amended to meet the changing needs of the business. The post-holder will be expected to participate in this process and we would aim to reach agreement on any changes. Custom Interconnect are unable to provide sponsorship to individuals who do not hold Right to Work in the UK.

PERSON SPECIFICATION

Quality Inspector

Competency Definition	Description of Activities/Behaviours
<p>Planning and Organising Organises and prioritises to achieve results.</p>	<ul style="list-style-type: none"> • Reprioritises when plans change in line with business plans • Organises resources to achieve deadlines
<p>Performance Improvement Initiates support or responds to change by continually striving to improve processes or performance consistent with the needs of the business.</p>	<ul style="list-style-type: none"> • Sets improvement objectives for self and team • Identifies opportunities for change in line with best practice • Highlights blockages in processes and implements change • Embraces new ideas from other departments • Demonstrates a high level of business and personal integrity
<p>Problem Solving Identifies problem and takes appropriate action based on evaluation of all possible options.</p>	<ul style="list-style-type: none"> • Seeks feedback and continuously strives to improve service • Sets stretching targets • Takes ownership for results • Achieves targets and cost savings
<p>Analytical Thinking Thinks logically and obtains all relevant data in order to make objective decisions.</p>	<ul style="list-style-type: none"> • Tackles problems systematically using all relevant supporting information
<p>Understanding the Business Recognises and understands the complexity of the market place and the business and how these impact on each other.</p>	<ul style="list-style-type: none"> • Demonstrates a clear knowledge of the business's priorities • Relates department objectives with Company goals • Utilises central functions to best effect
<p>Influencing Gains commitment and cooperation from others using appropriate interpersonal style.</p>	<ul style="list-style-type: none"> • Gains commitment to Company initiatives • Presents information positively and enthusiastically • Uses clear concise and positive language in all communications