

## Job Description

**Position** – Senior Technical Quality Engineer

**Reporting to** – Quality Director

### Outline of Job requirements

The Senior Technical Quality Engineer will work as part of the Quality team. To ensure that the products manufactured and supplied by Bolt and Nut Manufacturing, are produced, and certified to conform with the customer's purchase order, stated specifications, drawing and/or any other customer requirements. To review customer or industry specifications and advise estimating, planning and production departments on order requirements.

### Duties to include but not limited to;

- Review customer or industry specifications, interpreting relevant information and liaising with the estimating, planning and production departments.
- Raising testing and heat treatment purchase orders.
- Reviewing and communicating test results.
- Contract and Technical Review of customer requirements and BNML order packs.
- Liaising directly with suppliers and customers.
- Completion of C.A.R's and 8 D analysis.
- Liaising directly with suppliers, customers and third-party Inspectors.
- Project Management of 3.2 and customer orders.
- Assisting the QA Manager in accordance with ISO 9001 requirements.
- Ensure one's own safety and that of others.
- Cooperate with employer on OH&S training and guidance.
- Do not interfere or misuse anything provided in the interest of health & safety.
- Ensure PPE is worn when required.
- Report any accident, near miss or ill health immediately to employer.

### Essential Requirements

Experience in MS Packages

Good general knowledge of computer skills

Good level of education

Ability to work under own initiative and set own priorities

### Preferred Requirements

Experience within the fastener industry

Internal Auditing

### Hours of Work,

8.00am to 5.00pm Monday to Friday, Overtime when required.

### Salary

Negotiable depending on experience.