

Revision Date: 3/4/2021

Job Title: <u>QA Inspector Structural</u>	Job Classification: <u>Non-Exempt</u>
Department: <u>Quality Assurance</u>	Reports To: <u>QA Supervisor</u>

Job Summary

Perform checks, tests, gauging and instrument inspections of materials, goods in process, and finished goods and ensures that materials are in conformance with the latest revision of released drawings and/or applicable codes and standards.

Duties and Responsibilities

- Performs assigned routine tests on materials, equipment, goods in process, finished goods and/or materials where results are compared with company, client or regulatory body standards.
- Performs visual inspections, when necessary, to determine quality of product to ensure compliance with standards.
- Communicates with all relevant parties when inspection data exceeds acceptable limits or when incidents of quality are noted.
- Records defect results on forms, charts or reports and maintains records of inspection data, quality levels or any studies relevant to quality inspections.
- Makes recommendations to relevant parties regarding the disposition of inspection results.
- Support Commissioning Test Memos.
- Supports continuous improvement activities.
- Maintain Key Performance Indicators.
- Verifies and witnesses all welding joint preparations.
- Performs and verify all welding inspection of Level 3 Inspectors.
- Performs in-process inspections.
- Verifies that the welding personnel are working with the latest WPS revision.
- Verifies that the welding personnel are certified for the job being performed.
- Verifies all NDT is performed and documented properly by the Level 3 Inspectors.
- Prepares to attend all scheduled meetings.

This job description reflects management’s assignment of essential functions for this position. Management has the right to assign or reassign duties and responsibilities to this job at any time.

Experience & Knowledge Required	Skill & Abilities Required
Certificate and/or License in field of inspection Minimum of 2 years of work related experience Minimum of 2 years of welding experience preferred	Presentation Skills Communication Skills Time Management Skills Judgment and Decision Making Skills Proficient in MS Office (Excel, PowerPoint, Word) Ability to work rotating shifts Ability to work at heights Ability to work in confined spaces Ability to interpret drawings Bilingual (English/Spanish) preferred
Education Qualification	
High School Diploma or Equivalent required Bachelor’s Degree in Engineering or related field preferred	