



## Quality Control Inspector - Full Job Description

Criteria Labs is seeking a Quality Control Inspector for a direct hire opportunity. At Criteria Labs, we recognize that our employees are our most powerful resource, selecting only the most talented and experienced individuals to work with our Engineers and Operations teams. We are located in the heart of Austin near Lamar.

Criteria Labs provides RF Products and Semiconductor Engineering Services for organizations that require unique solutions for high-reliability aerospace, oil and gas, commercial semiconductor, automotive and medical applications.

A Quality Control Inspector performs assessment, documentation and organization tasks to support the efficiency and effectiveness of their organization's supply chain.

### DUTIES AND RESPONSIBILITIES

Criteria Labs is seeking a Quality Control Inspector with the following qualifications:

- Inspecting output samples using industry-appropriate methods, such as comparing to standards, measuring dimensions and examining functionality
- Checking that the assembly or production line adheres to standards and procedures and complying with legal requirements
- Reviewing schematic and specifications to compare to produced goods
- Recording inspection results by completing reports, summarizing re-works and wastes and inputting data into quality database
- Training the production team on quality control measures to improve product excellence
- Proposing improvements to the production process
- Monitoring the use of equipment to ensure it is safe and discard any that do not meet requirements
- Updating job knowledge by engaging in educational opportunities and regular training
- Keeping measurement equipment operating accurately by following calibration requirements and calling for repairs
- Learn material and process QA procedures.
- Follow and familiarize self with company policies and procedures.
- Performs tasks accurately and efficiently, free from errors.
- Ability to take initiative and own tasks and projects.
- Persistently drive tasks and projects to completion.
- Adapts to changes in the work environment, manages competing demands and is able to deal with change, delays or unexpected events.
- Energetic, enthusiastic, positive outlook.
- Listen attentively and able to grasp fast-paced technical conversations.
- Maintain a clean and organized work area on a daily basis.
- Consistently at work and on time, follows instructions, responds to management direction and solicits feedback to improve performance.

### REQUIRED SKILLS

- 1-3 years working with electrical testing technologies and equipment.
- Excellent written and verbal communication skills
- Excellent problem-solving and analytical skills
- Keen attention to detail
- Basic computer and math skills to calibrate and measure specifications
- Ability to use measuring devices like gauges, meters, calipers and computers
- In-depth understanding of company standards
- Up-to-date knowledge of federal and industry standards and best practices
- Understanding of target market and consumer needs
- Schematic reading capabilities

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- Documentation and reporting skills
- Teamwork and collaboration
- Comfortable standing or walking for long periods of time
- Support customer and internal quality audits
- Strong quality background.
- Computer skills in Microsoft Excel, Word, and Outlook.
- Must have excellent analytical, creative, problem solving skills and strong organizational skills.
- Ability to follow direction verbally as well as written and perform tasks in a manner that reflects well upon the organization.
- Able to prioritize and plan work activities and uses time efficiently.
- Desire to exceed expectations and drive positive change in the organization.
- Excellent time a self-management skill, ability to prioritize and multitask to meet deadlines.
- Strong work ethic and team player.

### **SCHEDULE**

- Monday to Friday

### **EXPERIENCE**

Quality Control Inspectors should have at least a high school diploma or GED. Candidates should also have previous experience in quality control in the industry. Candidates may have an associate or bachelor's degree in a field pertaining to engineering.

Job Type: Full-time

Pay: DOE

Benefits:

- 401(k)
- Dental insurance
- Disability insurance
- Health insurance
- Paid time off
- Vision insurance

### **COVID-19 considerations:**

Criteria Labs has a strict mask and social distancing policy in place at this time.

Location:

- Austin, TX 78752 (Required)

Company's website:

- <http://www.criterialabs.com/>

Work Remotely:

- No

COVID-19 Precaution(s):

- Personal protective equipment provided or required
- Temperature screenings
- Social distancing guidelines in place
- Sanitizing, disinfecting, or cleaning procedures in place

**Notice:** Criteria Labs provides Equal Employment Opportunity to all people in every aspect of consideration for employment. All qualified applicants will receive consideration for employment without illegal discrimination on the basis of race, color, sex/gender (includes pregnancy, childbirth, breastfeeding, and/or related medical conditions), age, gender identity, gender expression, disability, religion, citizenship, national origin, ancestry, military or veteran status, marital status, sexual orientation, domestic violence victim status, predisposing genetic characteristics and genetic information, and any other status protected by law.