

## Position Description



<b>Position</b>	Quality Assurance Operator (Inspector)	<b>Effective Date</b>	April 2023
<b>Location</b>	Loudon, Tennessee		
<b>Reports To:</b>	Quality Assurance Supervisor		
<b>Status</b>	Hourly/Non-Exempt		

### Position Summary

Del Conca USA, Inc., located in Loudon Tennessee, is a leader in the ceramic tile industry and has an immediate opening for a **QA Operator**. Del Conca USA is a high tech, international US manufacturing facility offering a casual to fast-paced environment with a focus on training and developing our associates with career advancement opportunities. This position runs sorting line equipment to ensure proper production levels and quality standards are met and makes corrective actions as necessary.

### Essential Tasks and Responsibilities

- Collect material / samples from the raw material and production areas around large machinery and on high platforms.
- Responsible for performing in-process quality checks / test in all production areas and QC Lab to ensure all process are within specifications.
- Operate test equipment to perform various quality test.
- Perform Audits of product being selected and packaged on the selection lines to ensure product is being labeled, selected and packaged in accordance with established specifications.
- Visually continually inspects product to ensure quality standards have been achieved.
- Maintains quality control logs in accordance with established procedures.
- Input data into Quality computer system using excel spreadsheets and verify all data is correct and within specifications.
- Flags any quality problems and alerts Quality Control Supervisor and/or production supervisor to any concerns/issues.
- May lift completed products of approximately 60 lbs. to perform duties.
- Should be able to perform problem solving and / or trouble shooting when the need arises.
- Ensures proper levels of operating supplies (glue sticks, tape, etc.) are always available.
- Communicate with supervisor(s), Team Leaders and / or operators when concerns or issues arise.
- Organized, self-motivated and able to prioritize to ensure all required task are completed each day.
- Comply with safety regulations (OSHA and Company) and maintain clean and orderly work areas.
- Perform all other duties as assigned or needed.

### Position Requirements

#### Minimum Qualifications:

- Requires a high school diploma/GED.
- 1+ years of manufacturing experience desired.
- Should possess computer skills needed to run lab equipment and computers.
- Must be highly motivated and able to work independently.
- Must be able to work on high platforms as necessary.
- Must be able to lift and move objects up to 60 pounds consistently with heavier weights as necessary at times.

# Position Description



## Physical Requirements

- Must have the ability to stand for extended periods of time.
- Must be able to bend, stoop, squat, grasp and reach frequently.
- Must be able to climb stairs and ladders repeatedly, and work on elevated platforms.
- Must be able to work in an industrial environment with elevated noise levels, dust, dirt, humidity and temperature variations.
- Engage in full manual dexterity in both hands and wrists.

## Other Requirements

- Must be able to understand and interpret written material, including technical material, instructions, charts, graphs, or tables.
- Must be able to evaluate and solve production problems with equipment.
- Must be able to communicate effectively with all levels of management, supervisors and associates.
- Must be able to comply with all plant policies and procedures.
- Ability to work independently and follow written instructions.

## Safety Responsibility

- Must be knowledgeable, adhere to, and enforce stated safety policies and procedures and all safe lab practices.
- Incorporate and maintain safe behavior into all activities and consistently comply with all established safety and health policies and procedures.
- Always wear the proper Personal Protective Equipment (PPE) required for a task.
- Immediately report all quality, safety, or mechanical issues to the supervisor on duty.
- Practice good housekeeping and keep work areas clean.
- Always use proper lifting techniques.
- Report any injuries to your supervisor immediately.
- Observe all plant policies including but not limited to cutting policy, speed limit policy, and tobacco use policy.

## Work Environment:

- Work environment characteristics described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.
- While performing the duties of this job, the employee may be exposed to weather conditions. The noise level in the work environment is usually moderate to loud.

**\*\*This job description is not all-inclusive. It acts as a guideline and is subject to change over time. Additional duties may be assigned based on business needs. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, protected veteran status, or disability status\*\*** Del Conca USA is an Equal Opportunity Employer