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| **QA Inspector** | POSITION DESCRIPTION |

**Issue Date: November, 2015**

# Revision: 1

1. **Title:** QA Inspector

**Department:** QA Department

**Reports to:** Quality Manager

**2. Functional Statement**

The QA Inspector is responsible for the day-to-day operations of quality control, material inspections and weld inspections to ensure that project works are completed on time and within budget for Umech.

**3. Working Relationships**

**4. Responsibility**

**4.1 Quality**

* Conducting material inspection and testing program.
* Conducting material identification and traceability program.
* Maintenance of Inspection and testing records.
* Conducting/co-ordinating remedial activities for defective inwards goods.

**4.2 Weld Inspection:**

- Conducting weld inspection and testing program.

* Conducting weld identification and traceability program.
* Maintenance of Inspection and testing records.
* Conducting/co-ordinating remedial activities for defective welds.
* Assisting Quality Manager as directed.

**4.3 Clerical:**

* General filing