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**Job Title:** Quality Inspector

**Department:** Operations

**FLSA Status:** Non-Exempt

**Location:** Coconut Creek, FL

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### **Summary:**

This position is responsible to ensure all incoming and outgoing material adheres to quality inspection standards in accordance with Willis Aeronautical Services Quality Assurance Manual.

### **Responsibilities:**

- Ensure quality work is being completed in the specified time frame
- Oversee daily incoming and outgoing inspection of material to meet WASI QMS processes and procedures
- Perform inspections in accordance with all published company policies and procedures
- Monitor the documentation provided to internal and external customers
- Prepare and endorse material certification, in accordance with established quality standards
- Resolve any material non-conformance's with Supplier/Vendors.
- Communicate with suppliers/vendors regarding documentation needs
- Ensure traceability documentation files, including scanning of documents are maintained
- Interacts with various department in a professional manner
- Ensure all outgoing material meets WASI customer requirements
- Process all types of incoming and outgoing quality transactions in Quantum
- Monitor aspects of the inspection area
- Perform quality audits as well as represent the company during customer quality audits
- Use and interpret aircraft or engine IPC's, Service Bulletins, Airworthiness Directives, maintenance manuals and other technical data
- All other duties as assigned

### **Requirements:**

- Five years+ related experience and/or training; or equivalent combination of education and experience in quality inspection
- Knowledge of aviation industry terminology and Federal Aviation Regulations
- High School Diploma or equivalent



### **Travel/Misc.:**

- None