

QA Coordinator

Tasks include:

- * PO and Contract reviews pertaining to QA requirements.
- * Standard and customer specification reviews.
- * Updating internal process procedures and work instructions.
- * Conducting internal and external audits.
- * Maintaining and monitoring six-sigma/SPC process controls charts.
- * Reviewing product inspection and test results.
- * Issuing C of C's.
- * Monitoring on time calibrations.
- * Reviewing and verifying NCRs and implementation of corrective actions.
- * Assisting in MRB and productivity meetings.
- * Assisting in preparation of management review reports.
- * Reviewing and approving incoming inspection reports of material and services.
- * Assisting Engineering in conducting Failure Mode and Effect Analyses.
- * Etc.

Fluency in French and English is required for this position.

Please forward resumes to Danny Gomes at dannygomes2414@gmail.com.