



**POSITION:** Quality Control Inspector:  
Material & Documentation  
Spec.

**ACCOUNTABLE TO:** Quality Assurance Manager

**DEPARTMENT:** Engineering

---

**PRIMARY OBJECTIVE OF POSITION:**

To perform examination functions so that all products manufactured by DCI meet established quality requirements whether they are established by the customer, ASME code, or by company determination as set forth in the quality control manual, prints, specifications, and procedures.

**POSITION RESPONSIBILITIES:**

1. Perform Positive Material Identification tests.
2. Verify all certifications received from vendors.
3. Examines all material, parts, and assemblies in all stages of manufacture together with purchased items and vendor-furnished components. All complex problems are referred to a supervisor.
4. Interfaces with engineering, manufacturing, and purchasing personnel during the implementation of quality control code standards.
5. Processes quality assurance documentation required by manufacturing travelers.
6. Makes judgments regarding discrepant items. Recommends scrapping or methods for reworking.

**SPECIAL OR OCCASIONAL RESPONSIBILITIES:**

1. Inspection
  - a. perform visual inspection (other than weld inspection)
  - b. perform weld inspection
  - c. evaluate weld inspection results
  - d. perform slope verification
  - e. witness pressure tests
  - f. verify inspection compliance
  - g. verify inspection results
  - h. verify nonconformance disposition
  - i. perform installation verification
    - installation per P&ID
    - check for cold spring
    - hanger verification
    - component installation per manufacturer's recommendations
2. Attend meetings and seminars as directed
3. Performs other duties as assigned.

## **QUALIFICATIONS:**

1. AA Degree or equivalent in Non Destructive Testing
2. Education, training, or experience in manufacturing processes, blueprint reading, mathematics, basic measuring techniques.
3. Experience in metal fabrication operations.
4. Proficient in basic computer skills: Word, Excel, Outlook.
5. An aptitude for accuracy, attention to detail, ability to work independently, and capable of multi-tasking.
6. Ability to communicate effectively orally and in writing.
7. Ability to project a positive and professional image to coworkers, vendors, established and prospective customers.