

JOB DESCRIPTION

JOB DETAILS			
JOB TITLE	Engineer		
GRADE/LEVEL	N/A		
DEPARTMENT	Quality		
INCUMBENT	Maduvha Nemaadandila	CONTROL NUMBER	02253944
IMMEDIATE SUPERIOR: NAME	Heinrich Williams		
IMMEDIATE SUPERIOR: JOB TITLE	Manager: Quality Assurance		

1. JOB PURPOSE

To maintain Quality Engineering Systems and Technical Support for the entire lifecycle with special reference to Process Development and Product Manufacturing Methods, Design and Research Inputs, Development, Production and Product Testing and Qualification.

2. KEY ACCOUNTABILITIES

MAIN OUTPUTS (KPA's/CPA's)	PRIMARY TASKS	STANDARDS/MEASUREMENTS FOR SUCCESS (RESULTS OF MAIN OUTPUTS)
1. Quality Management System Conforming to the ISO 9001 requirements.	<ul style="list-style-type: none"> Projects and products conformance to the Quality Management system and Client Requirements Management & Facilitating of corrective actions and 8D problem solving reports. 	<ul style="list-style-type: none"> Quality Management System to the ISO 9001 requirements. Internal Audits Internal and external corrective action and 8D management & facilitation.
2. Quality Engineering	<ul style="list-style-type: none"> Assist with preparation and control of all technical documentation of the project: Ensure fully traceable build history. Monitor assembly processes. Compile and update project FMECA and process inspection reports. Compile and maintain Control Plans during development and production cycles. Compilation of process qualification specifications and reports. Product identification and traceability. Represent project QA at internal and external design reviews. Control of non-conforming items during all lifecycles of the product.. Project management of all Quality related activities during product development and transition to full scale production. Decision making regarding preventative and corrective actions.(MRB) Analyse and alleviate repeatability of internal and external concession. 	<ul style="list-style-type: none"> Approve MRI document: Fully traceable build history. Project assembly documentation. Important for safety and functioning of the product. Conformance to specification. Completed action/observation register. Project meeting minutes. Knowledgeable and professional contribution. Reduce customer complains.

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2. KEY ACCOUNTABILITIES		
MAIN OUTPUTS (KPA's/CPA's)	PRIMARY TASKS	STANDARDS/MEASUREMENTS FOR SUCCESS (RESULTS OF MAIN OUTPUTS)
3. Product Acceptance and Release	<ul style="list-style-type: none"> Release of products for: Formal development Qualification Lot Acceptance Evaluate test results 	<ul style="list-style-type: none"> Conformance to specification.
4. Operational and Production Support	<ul style="list-style-type: none"> Monitor and Analyse costs of non-quality. Reworks Internal Scrap Quarantine Investigate product quality problems, determine root causes, gather and analyse data and implement corrective action to reduce or eliminate cause Routinely review regular inspection data and prepare statistical and operational performance reports. 	<ul style="list-style-type: none"> BI Reports and SAP Implementation of corrective actions to minimise reworks and scrap rate across the products lifecycles. NCR Register Production readiness Corrective and Preventative measures implemented.
5. Quality Improvements	<ul style="list-style-type: none"> Auditing and Quality Walks Corrective Actions 	<ul style="list-style-type: none"> Continuous Improvement initiatives, cost saving and improved quality across product lifecycles. CAR Register
6. Human Relations	<ul style="list-style-type: none"> Manage conflict and/or discipline with regard to the quality management system and quality requirements. 	<ul style="list-style-type: none"> Excellent interpersonal relationship with fellow employees, teammates, customers and clients.

3. QUALIFICATIONS, KNOWLEDGE AND EXPERIENCE		
QUALIFICATION AND EXPERIENCE:	Minimum: <ul style="list-style-type: none"> B-degree Qualification in Mechanical or Chemical Engineering Quality related course would be advantageous 5 Years' experience in design and development of products. 5 Years' experience in Industrialization of products in a mechanical/chemical engineering environment. 	Preferred: <ul style="list-style-type: none"> B-degree Qualification in Mechanical or Chemical Engineering
CERTIFICATIONS/ TRAINING/ LICENSES/ REGISTRATIONS:	Minimum: <ul style="list-style-type: none"> Fully computer literate and ability to work on different quality / statistical / MS Office Software / SAP. Driver's license (Code B) 	Preferred: <ul style="list-style-type: none"> Quality Management Systems ISO 9001 Minitab - Statistical Techniques MS Office Quality Auditing. 8D Problem Solving Techniques.

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3. QUALIFICATIONS, KNOWLEDGE AND EXPERIENCE

LANGUAGE SKILLS	Minimum: <ul style="list-style-type: none"> English 	Preferred: <ul style="list-style-type: none"> English Afrikaans
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4. SKILLS AND COMPETENCIES

- Knowledge of Pyrotechnics, Mortars, Rocket and Missile Sub-systems are an added advantage.
- Experience in auditing and statistical techniques is advantageous
- Good problem solving and technical abilities, good judgment and decision-making skills.
- Knowledge and understanding of ISO 9001 and other related international standards.

5. PERSONAL ATTRIBUTES

- Good customer liaison skills as well as Human Relations skills.
- A flexible, independent and analytical thinker with thoroughness and tenacity.

APPROVAL

COMPLETED BY:		APPROVED BY:	
INITIALS & SURNAME:	HPP Williams	INITIALS & SURNAME:	
DESIGNATION:	Manager: Quality Assurance	DESIGNATION:	
SIGNATURE:		SIGNATURE:	
DATE:		DATE:	
SIGNATURE OF INCUMBENT:		DATE:	08/02/2022

OFFICE USE (Human Resources Department)

POST CLASSIFICATION:		POSITION GRADE:	
COMMENTS:			

DISCLAIMER

This job description is intended to describe the duties most frequently performed by an individual in this position. It is not intended to be a complete list of assigned duties but to describe the position level and key requirements.