

Job Title **Quality assurance & CIP specialist**

Division/Department Quality department
Position status Regular Fulltime
Reports to Technical director
Start Earliest 02/2017

PT. Indonesian Tooling Technology is a young and reliable manufacturer of superior precision tooling for mainly the international fastener market. Since the company is growing and operates in a dynamic and growing market, ITT can offer its employees a challenging working environment and opportunities for personal development. As well as investing in product innovation, ITT invests in its employees and organisation.

GENERAL DESCRIPTION OF THE JOB

With a growing business, Indonesian Tooling Technology needs a quality assurance & CIP specialist in order to support management by advancing quality assurance and process stability. The quality assurance & CIP specialist functions as first point of contact for customer quality issues and coordinates preventive actions in the quality department. The candidate performs internal Continuous Improvement Process (CIP) projects and reports directly to the technical director.

YOUR RESPONSIBILITIES

1	Draft quality assurance policies and procedures and evaluate & control adequacy.
2	Investigate customer complaints and non-conformance issues.
3	Prepare reports to communicate outcomes of quality activities to management and customers.
4	Collect and compile statistical data; analyse data to identify areas for improvement.
5	Coordinate and support on-site audits conducted by external providers; responsible for document management systems.
6	Investigate CIP potential and design and execute improvement projects.

YOUR QUALIFICATIONS	
1	Minimum 1 -2 years working experience within quality assurance department.
2	Familiar with production processes and quality management system (ISO 9001; OHSAS 18001)
3	D3 or S1 degree required. D3 or S1 degree in technical or industrial subjects is preferred.
4	Analytical skills, dynamic, open minded and self-motivated.
5	Indonesian is mandatory. Fluent in English (written & communication).
6	Proficient in use of MS Office such as Excel/Word. VBA coding skills preferred.

We are looking forward to your application!