

# VACANCY

## QC INSPECTOR: ELECTRICAL/ELECTRONIC

Reutech Radar Systems is a radar development company located in Stellenbosch. We develop radar systems and subsystems for the defence, security and mining industries, both locally and internationally.

Examines manufacturing output (internal or external stakeholders) to ensure conformity to specifications and standards of presentation and quality. To assist in monitoring stores and their compliance to RRS processes and procedures.

### MAIN RESPONSIBILITIES

#### Inspections:

- Schedules and perform inspections, relevant tests, etc. on manufacturing and production activities in house, at stores or at subcontractors and releasing equipment/ items upon satisfactory inspections/assessment accept if conforming to requirements, or reject if not
- Develop and prepare inspection checklists and quality control plans for specific inspections where necessary and implementation of the company's procedures and forms
- Review and accept quality documentation and records that have been submitted in house or by vendors/subcontractors if conforming to requirements, or reject if not
- Complete the inspection register and inspection reports as required
- Depending on the type of inspection, complete relevant H&R Cards, shipping lists, packing lists, etc. whichever is relevant
- When assisting the Incoming Goods Inspector, complete the necessary GRV (SYSPRO) activities
- If the items are acceptable, release to the next step e.g. to Production, projects or to Stores as required
- Liaise with Stores or Buyers/projects
- Segregate/quarantine non-conforming items

#### Processing of Non-Conforming Items Including MRBs

- **For Incoming Goods:**
  - Complete rejection reports for items received from external sources
  - Complete the Quarantine List, and follow up regularly to remove items of the list
  - Give feedback to Buyers and/or project personnel as required.
  - Communicate with suppliers/subcontractors if and when required
  - Escalate to QA if quarantined items do not get the necessary action

#### For in-house items:

- Liaise with Production, Planning and/or project personnel as required
- Organise informal MRBs where required. Keep record of actions on the inspection reports.
- Escalate issues to QA where formal MRBs are required.

#### Housekeeping/Administration

- Assisting in the evaluating and approval process of subcontractors (Vendors) and their products/ processes
- Keeping records of all the above activities and as required by the QMS, and Filling/ storage/scanning of such records
- Manage measuring & test equipment to ensure that these are calibrated in the correct intervals including completion of the calibration register.
- Attend QA/Project meetings as and when required.

#### QUALIFICATIONS AND SKILLS

- Electrical/Electronic Trade or unqualified Electrical/Electronic Trade with 10 years industry experience (if no qualification).
- 5 years' experience in carrying out relevant inspections, evaluating suppliers, and writing reports or equivalent qualification (that includes knowledge and understanding of relevant drawings).
- Read and understands drawings and specifications
- A good knowledge/ experience of ISO 9001 and understands the implementation of quality management systems
- Knowledge/ experience of Measurement System Analysis
- Knowledge/ experience of calibration of equipment
- Knowledge of EB and SYSPRO (advantageous)
- IPC Standards with respect to PCB assemblies and wiring and harnesses Certified training (advantageous)
- MS Office
- Good communication and administrative skills
- Physically fit
- Physical strength

Should you be interested and meet the requirements, please submit your application to Clio Visser at [cliov@reutech.co.za](mailto:cliov@reutech.co.za) or [careers@reutech.co.za](mailto:careers@reutech.co.za). If you do not receive any feedback within 2 weeks of submitting your application, please consider your application unsuccessful. The company has the right to cancel or amend the vacancy as advertised.