



**Job Title:** Quality Assurance Manager/ ISO Manager

**Type:** Full Time (Mon-Thur 6:00am- 4:30pm, OT when available)

**Competitive Salary**

**Job Description:**

Martin Enclosures is seeking a Quality Assurance Manager/ ISO Manager / Inspector/ Safety representative. Qualified person will have precision sheet metal background, a minimum 5 years experience in quality; ISO 9001-2008, and or 2001-2015.

**Job Responsibilities:**

- Maintaining ISO procedures
- Maintaining Charts
- Final Inspections
- In Process Inspections
- Enforcing Quality Policy
- Safety Training
- New Employee Orientation and Safety

**Job Requirements:**

- Microsoft Office Skills (Excel, Outlook, Word etc.)
- Comfortable talking on the phone.
- Excellent communication skills.
- Organized, dependable, and trustworthy.
- Must be able to read blue prints
- Minimum 5 Years experience in quality