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## **Job description**

**The Role:** Under minimal supervision, performs all duties required to comply with Quality Control Procedures at Maple Street plant location. Will perform spot checks on incoming glulam supplies and outgoing glulam products. Will perform daily in-line and off-line QC testing procedures and daily checks during production.

### **Responsibilities:**

#### **Technician:**

- Perform basic QC testing procedures and assessments required for daily production.
- Ensure glulam adhesive is within specification for spread weight and ratio.
- Perform daily plant condition checks.
- Perform data entry tasks for QC spreadsheets.
- Communicate with detailing department for clarification, when required.
- Responsible for ensuring products are within dimensional tolerance and tolerance for framing accuracy.
- Make sure that all quality issues are documented and communicated to the Quality Control Manager
- Oversee production to ensure quality requirements are met.
- Enforce corrective actions from plant manager to production personnel.
- Communicate professionally and courteously with customers and visitors in a tour group setting.
- Communicate professionally and courteously with third party auditors and provide required documentation and/or samples.
- Submit QC test spreadsheets to specific customers
- Act as a leader for quality production
- Approve arch set up prior to production

#### **Qualifications:**

- Work independently with minimal supervision
- Ability to prioritize and multi-task for maximum efficiency without sacrificing accuracy
- Excellent written and verbal communication skills
- Professional and pleasant manner to co-workers and visitors
- Ability to read and understand shop drawings and drafting documents
- Proficiency in use of computers and MS Office software, especially Excel
- Excellent organizational and time management skills
- Detail-oriented work ethic
- High school diploma
- Mechanical, engineering and programming experience is an asset

Job Type: Full-time