



## Job Description

**Job Title:** Quality Control Inspector

**Department:** Quality

**Reports To:** Chief Inspector

**Full-time**      **Non-exempt**

**Part-time**      **Exempt**

### Job Overview:

The Quality Control Inspector will report to the Quality, Safety, Engineering Manager via the Chief Inspector. The Quality Control Inspector will review all procedures, equipment, and Composite & Sheet Metal repairs to ensure it meets federal safety regulations. They examine maintenance records to verify all maintenance has been performed and investigate incidents and complaints to determine root causes. The Quality Control Inspector will assist Chief Inspector as needed or required.

**QT Aerospace, LLC is the go-to place for ambitious individuals to build meaningful careers.**

Services, repairs and overhauls aircraft to ensure airworthiness by performing the following duties:

### Essential Duties/Responsibilities:

- Process daily incoming and outgoing material to meet the required Quality Control standards set forth in the Repair Station Quality Manual.
- Assist the Director of Quality Control in reviewing and updating department standards.
- Interface with suppliers and product line to disposition rejects.
- Assist in the coordination of functions of the Quality Department including inspection, component inspection and receiving inspection ensuring that all work performed complies with applicable technical data, FAA regulations and repair station procedures.
- Maintain detailed records of maintenance activities, including inspections, repairs, and parts replacements in compliance with regulatory requirements. Complete 8130.3, maintenance logbooks and documentation accurately.
- Conduct investigations into incidents or discrepancies in maintenance procedures, identify root causes, and implement corrective actions to prevent recurrence.
- Assists with internal and external quality audits of repair station processes, vendors, and suppliers. Completes follow-up, corrective action validation and document reporting.
- Direct and conduct historical and AD/ASB research for customer components.
- Provide regulatory and procedural guidance to production personnel.
- Inspection personnel must remain current on requirements and how to find data contained in 14 CFR Parts 1, 43, 65 and 145. The maintenance being performed may be controlled by the requirements of 14 CFR Parts 91, 121, 125, 135, and all maintenance must be accomplished per the operator's program requirements.
- Perform other duties as may be directed by the Quality, Safety, Engineering Manager or Chief Inspector.

- Knowledge of Part 43, Part 121 and Part 145 regulations, FAA guidelines, and airworthiness standards.
- Strong technical writing skills with the ability to maintain and update various manuals and program.
- Demonstrated interpersonal and leadership skills in working and communicating effectively with all levels in the organization.
- Problem-solving mindset and a proactive, creative approach to challenges.
- Exceptional organizational skills and attention to detail.
- Demonstrated proficiency with Microsoft Office, Web applications, and general technical data, including ESM, AMM, SB's, TCD's and AD's.
- Internal material inspections.
- Tag and quarantine suspected unapproved parts.
- All other duties assigned.

### **Core Competencies:**

- Commitment to company values and ethics.
- Dependability: personally responsible, completes work in a timely manner, and performs tasks accurately.
- Motivation: must maintain a positive attitude and strong work energy.
- Organization: very detail oriented and always prepared.
- Communication: excellent interpersonal and oral and written communication skills.
- Initiative: plans work and carries out tasks without detailed instructions, prepares for problems or opportunities in advance, undertakes additional responsibilities.
- Strong judgment and decision making.
- Analytical skills: must be able to gather information and use data to determine cause and effect for complex problem solving.

### **Education and Experience:**

- Must be 18 years or older and legally allowed to work in the U.S.
- High school diploma or general education degree (GED).
- Ability to read blueprints, specifications, technical manuals and test equipment procedures.
- Fluent in English (Speech, Reading, Writing)
- Corridor/Quantum Experience Preferred.
- FAA Airframe and Powerplant (A&P) license preferred, IA license preferred.
- 5+ years of relevant experience in aviation records management, quality assurance, and compliance in 145 Repair Station.
- This position is classified as **safety-sensitive** under FAA regulations and is subject to the requirements of the Department of Transportation (DOT) and Federal Aviation Administration (FAA) Drug and Alcohol Testing Program. Employees must pass a pre-employment drug test and are subject to random,



post-accident, reasonable suspicion, return-to-duty, and follow-up testing. Ongoing compliance with all FAA drug and alcohol regulations is required throughout the duration of employment.

**Physical Requirements:**

- Requires lifting of items weighing up to sixty (60) pounds on an occasional basis.
- Requires physical effort associated with standing / walking / sitting.