

Job Description

Position Title:	Quality Inspector			
Department:	Production			
Reports To:	Maintenance Supervisor			
FLSA:	Exempt			
General Summary: This position's role is very hands on with the expectation that you are the go to person within the production team.				
Essential Job Functions:				
<ol style="list-style-type: none"> 1. Ensure a high level of internal and external customer service by investigating and correcting customer issues and complaints relating to quality. 2. Formulate, document, and maintain quality control standards and on-going quality control objectives 3. Create, document and implement inspection criteria and procedures 4. Provide, and oversee, inspection activity for jobs throughout production cycle. 5. Interact with Project Manager, Maintenance Supervisor and Independent Contractors to ensure quality of all work purchased materials and regarding tools needs. 6. Perform visual and dimensional inspections to verify specifications. 7. Obtain necessary permits, regulatory compliance and final inspection. 8. Regular presence on project sites with ability to roll up sleeves and work when necessary. 9. Serves as primary contact for issue resolution of assigned projects and turn in to appropriate parties. 10. Keep daily logs, including pictures taken during inspections. 11. Provide written feedback related to the findings. 12. Ability to adapt to change in a fast paced construction environment. 13. Goal at the end of each project is to be 100 % quality completed. 14. Lead water tests 				
Knowledge and Abilities:				
<ul style="list-style-type: none"> • Quality orientation and high attention to detail • Ability to analyze information • Ability to research and report research results • Knowledge in safety regulations • Knowledge and experience in all aspects of construction: ie. structural, roofing of all types, blue print reading, mechanical and other basic construction areas. 				
Skills:				
<ul style="list-style-type: none"> • People skills • Organizational skills • Communication skills / Bilingual preferred • Technology savvy • Multi-tasker • Leadership skills 				
Personal Attributes:				
<ul style="list-style-type: none"> • Good Work Ethics; Honest, Trustworthy and Respectful; Flexible and Reliable 				
Education and Experience				
5 years of residential construction experience or related preferred.				
Physical Requirements	Percentage of Work Time Spent on Activity			
	0-24%	25-49%	50-74%	75-100%
<i>Seeing:</i> Must be able to see well enough to read reports				x
<i>Hearing:</i> Must be able to hear well enough to communicate with customers, vendors and employees				x
<i>Standing/Walking:</i> Must be able to move about department				x
<i>Climbing/Stooping/Kneeling:</i> Must be able to stoop or kneel to pick up reports, papers.				x
<i>Lifting/Pulling/Pushing</i>				x
<i>Fingering/Grasping/Feeling:</i> Must be able to type and use technical sources			x	

Note: The statements herein are intended to describe the general nature and level of work being performed. These statements do not establish a contract for employment and are subject to change to the discretion of the employer, Classic Construction & Restoration, Inc.