ROBERT SMITH

Quality Assurance Supervisor III

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To obtain a position where can maximize management skills, quality assurance, process development, inventory control, and training experience. To secure a job that will enable to use strong organizational skills.

EXPERIENCE

Quality Assurance Supervisor III

ABC Corporation - NOVEMBER 1995 – APRIL 2004

- Wrote and maintained policy and procedures including plant wide training.
- Directed and trained a crew of 20 quality assurance auditors.
- Interviewed, conducted yearly reviews, and terminated quality assurance personnel.
- Maintained a company data base comprised of SPC, 5 point corrective action plans, and Root Cause Analysis.
- Held a position on the company review board, reporting to executives pertaining to all quality control issues.
- Performed equipment calibrations and records thereof.
- Conducted community tours on career days and for our clients.

Quality Assurance Supervisor

NPR Of America - 1991 – 1995

- Responsible for managing the implementation, support, and utilization of practices for assuring that test equipment adheres to specifications, standards and internal quality requirements.
- The Instrumentation & Calibration Technician develops, tests, calibrates, maintains, repairs, and troubleshoots standard measuring and recording instruments/equipment (electrical, electronic, and mechanical, based) used in a test laboratory to ensure conformance to calibration standards.
- Assists the Operations Manager and Productions Supervisor with day-to-day supervision duties, coaching and guiding team leads, to ensure service level objectives are met.
- Key Duties Supervise the calibration technician and the document control custodian.
- Oversee equipment calibrations and assist in calibration testing equipment to ensure all testing equipment calibrations are up to date and test equipment is working properly Work with Production Supervisor and Operators to ensure continuous improvement.
- Facilitate conflict resolution.
- Other responsibilities as assigned..

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EDUCATION

- Criminal Justice - (MADISON AREA TECHNICAL COLLEGE)

SKILLS

Quality Assurance, Inventory Management.