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|-------------------|------------------|--------------------|--------------|-----------------------|-----------|
| Job Title: | Quality Engineer | | Dept: | Quality | |
| FLSA: | Exempt | Issue Date: | 02/09/09 | Revision Date: | 5/21/2009 |

Note: Direct reporting structure is based on division organization charts.

Key Areas of Responsibility (Answerable for the following end results)

1. Interface with the customer and suppliers on quality related issues.
2. Lead the problem solving activity for internal and external (customer and supplier) related quality issues, in compliance with the Business Operating System and supporting documentation.
3. Establish and maintain PPAP / APQP documentation to ensure it meets customer and AIAG requirements and applicable team members are properly trained. Facilitate communication between shifts on documentation changes/ updates.
4. Comply with the Business Operating System, Quality methodologies, company and department objectives and business practices to ensure productivity and quality goals are achieved.
5. Attend and report out during Fast Track and Change Control meetings on assigned systems.
 - Document all activities as required.
 - Adhere to all company guidelines for Emergency Evacuation to ensure employee safety.
 - Any additional responsibility deemed necessary by management.

Limits of Authority

- Advise Department Manager of those situations that may pose a significant risk to the program, product assurance, facilities and employee safety or customer satisfaction results.
- Initiate actions to prevent the occurrence of any nonconformance relating to product, process & systems.
- Identify and record any problems relating to the product, process or system
- Initiate, recommend or provide solutions through appropriate channels and verify implementation, including approve closure where requested.
- Control further processing and delivery of nonconforming product until the deficiency is corrected.
- Approve Supplier Part Submission documentation and corrective action plans, including DMN's.

Basic Education, Experience and Training Requirements

- Minimum four (4) year degree in Quality Control or ASQ Certified Quality Engineer, or equivalent combination of education and experience.
- At least 3 years in automotive manufacturing environment as inspector or quality supervisor
- Minimum of 1 year experience in supplier & customer related quality engineering role.
- Minimum of 1 year experience in AQP on new products in automotive industry.
- Core tools (PPAP, SPC, FMEA, MSA, APQP)
- Demonstrate competency in metrology, blueprint reading, statistical techniques and color/appearance measurement.
- Posse's color and /or appearance testing approval for product inspection.
- Able to maintain confidentiality on products, services and processes.

Internal Training Requirements

- Quality Mission Statement (QMIS)
- Environmental Mission Statement (EMIS)
- Evacuation Route (EMER)
- Orientation (ORIE)
- [Vision and Culture](#)
- Significant Aspects Overview (ASPC)
- Process 3.0 – Nonconformance Management (PR03)
- Process 13.0 – Change Management (PR13)
- Process 14.0 – Product and Process Development (PR14)
- Trans4M Overview (TR4M)
- Supply Web Overview (WEB) – as applicable
- Significant Aspects Overview (ASPC)
- DCX System Overview of 7 Step (STEP) – as applicable

GM APPROVAL: _____
INITIALS



JOB DESCRIPTION

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- ~~Powerway (POW) – as applicable~~
- Covisint (COVS) – as applicable
- International Material Data System (IMDS) as applicable
- Supply Power Overview (GMSU) as applicable
- Open Issues Database (OPEN)
- Change Control Database (CCF) – as applicable
- Lotus Notes (NOTE)
- Color testing – as applicable
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Health, Safety and Physical Demand Requirements

- Normal amount of sitting and standing, average mobility to move around an office and plant environment, able to conduct normal amount of work on a computer.
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Risks Associated with Job Function

- None
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The above points have been explained sufficiently.

Employee's Name (Please Print)

Date

Employee's Signature

GM APPROVAL: _____
INITIALS