

ASI Pty Ltd
Job Description: Instrument Development and QA

Job Title: Instrument Development and QA Engineer
Department: Non-SHRIMP Instrument Group
Reports To: General Manager
Prepared By: Ed Roberts
Prepared Date: 19 November 2007
Approved By:
Approved Date:

SUMMARY

Directs and coordinates activities of the instrument production group (which excludes SHRIMP instruments) to design, manufacture, test, install and support HPT and Alphachron instruments and systems, and productionise new instruments. Lead the implementation of a quality assurance system compatible with ISO9001. Achieve these outcomes by performing the following duties.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Commercial Products :

Coordinate manufacture, test and delivery of existing non-SHRIMP ASI products (HPT, Alphachron) to cost and budget;

Identify resource requirements, track cost and estimate cost-to-complete for commercial items;

Provide input to quotes for existing and new instruments, based on cost tracking of delivered items.

Provide technical marketing support to General Manager.

Development of Products :

Direct group activities to develop new products from laboratory prototypes, modify existing designs, improve production techniques, and develop test procedures.

Confer with management, marketing and engineering staff to determine engineering feasibility and cost effectiveness for new and existing products.

Confer with research personnel and clients to clarify or resolve problems and develop designs.

Direct the preparation of product or system layout and detailed drawings and schematics.

Direct and coordinate manufacturing or building of prototype products or systems, in-house, via subcontractors, or with research collaborators.

Plan and develop experimental test programs.

Analyze test data and report to determine if designs meet functional and performance specifications.

Confer with research, other engineering personnel and clients to prepare design modifications as required.

Evaluate engineering test results for possible application to development of systems or other uses.

Quality Assurance :

Lead the implementation of a formalized Quality Assurance system within the company.

Generate QA implementation plan, train staff in QA methodology, coordinate auditing of QA practices.

SUPERVISORY RESPONSIBILITIES

Supervises all staff employed in the instrument group, including permanent, temporary, part-time and contract.

SELECTION CRITERIA

Degree or post-graduate qualification in Electronic or Mechanical Engineering or Physics

Minimum of 6 years post-graduate experience in engineering or physics, and minimum of 2 years experience in supervisory management

Demonstrated capacity to lead a team of technical staff in the development and manufacture of scientific or specialist industrial equipment.

Experience in the implementation, use and maintenance of a QA System compatible with ISO 9001 or 9002 for a specialist manufacturing environment.

Demonstrated ability to solve technical problems in a development environment through the application of skills in physics, electronics or mechanical engineering to technical challenges.

Knowledge of project management methodologies including PERT scheduling, cost estimation, cost tracking and generation of estimates-to-complete.

Good communication skills including strong technical writing, liaison and negotiation.