



Job responsibilities

- Carry out inspection/ audits on finished and semi-finished products according to documented instructions.
- Perform routine in-process audit
- Carry out inspection per documented instructions.
- Record all inspection and audit results
- Perform corrective action compliance audit when required.
- Keep and file properly all daily QA inspection reports.
- Prepare Certificate of Compliance (COC), as required.
- Perform Dock Audit as required.
- Ensure lot disposition status is correctly identified
- Report any doubt regarding any quality discrepancy or issue to Superior / Quality Engineer
- Issue finding report if any non-conformance is found during inspection
- Report any damage, defect or nonconformity detected.
- Maintain good housekeeping.
- Follow company safety standard requirements / policies and 5 core values
- Any other jobs assigned by the immediate Superior.

Job requirements

- Minimum education: SPM, or equivalent.
- Good critical thinking, analytical, problem solving, and communication skills.
- Knowledge in using computer is preferred.

Contact

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