

<b>Job Description</b>		Procedure No.	
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## QUALITY CONTROL & RECEIVING MANAGER

**DEPARTMENT:** Production

**LOCATION:** Heber Springs, AR

**ACCOUNTABLE TO:** Plant Manager

### JOB SUMMARY:

Make certain a consistent quality product by enforcing the company's Quality Management System (QMS) as developed by the Quality Assurance (QA) Manager. Ensure that ASME Code requirements are met and the quality of our products not only meets but exceeds the customer's expectation. To quickly and effectively take action when non-conformances are found.

### RESPONSIBILITIES/ DAILY TASKS:

- Effectively communicate and reinforce the commitment to quality and improvement efforts.
- Interface with the QA manager as to quality checks throughout the process from receiving to final inspections.
- Material traceability ownership from receiving raw material, verifying the accuracy and ASME conformance of MTRs as well as supporting holds on materials that are non-conforming and disposition as needed.
- Participate in and lead facilitation of root cause & corrective action efforts to resolve process and process issues.
- Lead and manage the facility's daily safety function
- Manage the quality and execution of third-party suppliers
- Perform these in-process quality checks:
  - Rolled manways and shells have no peaks or flat spots
  - Shells are free of gouges and dents inside and outside
  - Edges have been checked for imperfections such as laminations and cracks
  - Sub arc welds are not concave
  - Bevels are completely covered
  - Manway, flange face, and nozzle welds have no pinholes, undercut or splatter, inside and outside
  - Re-pads are in place per vessel fab drawings
  - If the re-pad is in two pieces, does it have weep holes
  - Shells meet the requirements of UG-80 for out of roundness
  - Head to shell fit-up is acceptable
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  - Back welds for head to shell and shell to shell are the complete and proper size
  - Leg to tank welds are the complete and proper size
  - Leg cap and gusset welds are the complete and proper size
  - All welds are free of pin hoes, slag and weld splatter
  - All sharp edges have been removed for paint
  - Chain link has been installed for elliptical safety cable, if applicable
  - National Board, hydro, or air test numbers are welded in place
  - Proper hydro and air test reports are complete when they leave the area
  - Blast profile is acceptable before moving to the paint area
  - Perform quality checks on coating thickness after the painting process
  - Assure that paint final inspections sheets are completed on time
  - Perform final quality assurance checks on completed projects before shipping

**\*\*Candidates must be legally entitled to work in the United States\*\***

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- Updating the MRR log with necessary measurements and information with a high degree of accuracy so the QA Manager has the necessary information readily available for the code inspections
- Checking accuracy of MTR's upon receipt of material and making sure these are sent to the QA Manager for final processing on time. Checks will include physical and chemical checks, per ASME Sec II

**SKILLS:**

- Familiarity and comprehension of basic specifications and standards of ASME
- Familiarity working with precision equipment such as V-WAC gauges, fillet gauges, D-meters, calipers, holiday testers, and millage indicators
- Excellent verbal and written communication skills
- Knowledge of ASME, Welding, blasting, Linings, and various finishes
- Knowledge of computer systems, specifically Microsoft Productivity Software (Word, Excel, Etc.)

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