

Quality Assurance Associate

Job Summary

Conducting quality assurance inspections for in-process assembly as well as support manufacturing where needed to comply with Standard Operating Procedures in accordance with the Quality Manual.

Supervision Received

- Must work independently
- Reports to QA Manager

Essential Duties and Responsibilities

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily.

- Quality conscious
- Attention to detail
- Must read and write English
- Basic computer skills
- Work well with other team members
- Assist in moving non-conforming materials to hold/quarantine area
- Review in-process labeling prior to use
- Perform test and inspection operations
- Practice and promote Good Manufacturing Practices

Desired Minimum Qualifications

The requirements listed below are representative of the knowledge, skills, and/or abilities required for this position.

• High School Diploma or equivalent education/experience

Essential Required Training

• Understanding of Quality Management Systems

Physical Requirements and Work Environment

The physical requirements listed in this section include, but are not limited to, the motor/physical abilities and skills required to undertake the duties and responsibilities of this position. In accordance

with the Americans with Disabilities Act (ADA), reasonable accommodations may be made to empower individuals with disabilities to undertake the essential duties and responsibilities of the position.

While undertaking the essential duties and responsibilities of the position, the employee must repeatedly sit, listen, speak, and write, and type. The employee is required to go to all areas of the company. Employee must be able to travel independently via car or airplane, domestically or internationally, as needed.

Schedule and Benefits

- Full-time, hourly position, Monday to Thursday
- Day shift available
- Competitive Pay DOE
- Job may require overtime
- Work location: Health Line International Corp., 5675 West 300 South, Salt Lake City Utah, 84104
- Benefits offered:
 - o Health insurance
 - o Dental insurance
 - $\circ \quad \text{Vision insurance} \quad$
 - o PTO