

Job Title: Continuous Improvement (CI)/Quality Engineer

Job Location: Berthoud, CO

Compensation: Competitive Base Salary, Bonus, and Excellent Benefits

Sun Mountain, Inc., an industry-leading manufacturer of custom wood doors and other architectural millwork products, is seeking a Continuous Improvement (CI)/Quality Engineer to work at the company's Headquarters/Factory location in Berthoud, Colorado (near Loveland).

The CI/Quality Engineer is responsible for establishing and overseeing the company's Quality Management System and compliance to best practices and documentation in this discipline. This role also works with production, sales, purchasing, and management to ensure quality checks and processes are in place for specific products and flows, as necessary. The CI/Quality Engineer also identifies opportunities for process and product improvement to ensure quality and enhance processes.

Essential Duties and Responsibilities:

- Develops, maintains, and updates QMS documentation, with the expectation of continuous improvement over time.
- Establishes and ensures an effective QMS database and KPIs.
- Establishes and ensures an effective internal quality audit program.
- Liaisons with sales to support customer-driven quality documentation requests, including part inspection reports, RMAs, and surveys.
- Oversees calibration system and maintains records, as necessary.
- Runs monthly quality management review meetings and maintains records.
- Maintains customer RMA/Warranty log, including root cause analysis and resolution documentation for internal and external use.
- Works with production on lean and continuous improvement events.
- Works with sales and engineering to establish quality expectations and necessary execution on existing and new projects.
- Works directly with production personnel for quality assurance checks and approvals.
- Inspects and documents WIP, as necessary.

Education and Experience:

- Bachelor's degree in engineering, industrial or process focus preferred.
- Minimum of 5 years total work experience in a manufacturing environment, with at least 3 years in a quality-assurance setting.
- Working knowledge in industry measurement and tolerance standards.
- Working knowledge of QA best practices preferred.
- Certification and experience in Six-Sigma, Lean, and Kaizen.

Qualifications:

- Highly motivated, enthusiastic, and professional.
- Ability to successfully interact with all organizational levels and the public.
- Demonstrated proficiency in managing multiple tasks, setting priorities, paying attention to details, and meeting deadlines.

- Ability to understand and follow written and oral instructions, and to provide written and oral instructions.
- Ability to implement and sustain lean improvements and demonstrated skill in improving processes.
- Ability to effectively manage and develop others, work in a team environment, and support the company's goals and culture.
- Ability to be mobile in the work environment.
- Ability to self-manage, working well with little or no supervision and in a face-paced environment.
- Ability to apply business math to manufacturing processes.
- Proficiency in the use of the English language in reading, writing, and speaking, Spanish a plus.
- Proficiency in the use of Microsoft Office, including Excel, Word, and Outlook, and other business software.
- Ability to pass a drug test.

Benefits:

Benefits include medical, dental, vision, life insurance, short term disability insurance, 401(k) with company match, paid leave, and paid holidays.

To Apply:

E-mail résumé and cover letter to careers@sunmountaindoor.com. No phone calls, please. No recruiters or outside agencies.