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# Example of Supplier Quality & Development Engineer Job Description

Our company is growing rapidly and is looking to fill the role of supplier quality & development engineer. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for supplier quality & development engineer

* Establish and maintain a qualified and preferred supply base
* Work content requires extensive travel throughout the country frequent driving to supplier facilities for source inspections, surveys and other required activities
* Work with purchasing to qualify suppliers for new product development initiatives
* Work with suppliers to ensure components for new product meet drawings and specification, ready to be assembled on the production line
* Problem solve issues that arise during new product development process
* Create and implement receiving inspection process for all new components
* Conduct supplier audits to drive process standardization ensure high quality suppliers in supply chain network
* Establish short term and long term supplier quality goals
* Work to resolve supplier technical issues in a timely manner to ensure product arrive according to schedule
* Research, develop and revise Quality Policies, Procedures, System Instructions, Engineering Standards and Work Instructions that govern the operations of the Quality Engineering Department and Quality-related activities of the Corporate Office, manufacturing facilities and distribution center

## Qualifications for supplier quality & development engineer

* Minimum 5 years related experience or training in a manufacturing environment, or equivalent combination of education and experience
* Great skills in the application of the MICROSOFT standard software (Excel, PowerPoint, Outlook,..)
* Experience with telephone/ video conferencing systems (like Skype, WEBEX …)
* Able to work under pressure and tight time-lines and still deliver good results
* Valid car driving licence
* Flexibility and ability to travel mainly within EUROPE (up to 30% of work time), also at short notice