

April 9, 2010

American Holt New Positions

CLIENT:

Founded in 1995 and located in Norwood, MA, American Holt (www.americanholt.com) is rapidly becoming the nation's leading independent supplier of high quality generic replacement parts for high volume packaging, processing and converting machinery. Serving Fortune 500 Companies across an array of industries, American Holt (AH) is a full service engineering company focused on the reverse engineering and manufacturing of aftermarket parts. Privately held and with beginnings in the envelope converting industry, AH has, in the past few years, experienced dramatic sales growth, as its reputation for providing quality replacement parts at highly competitive cost savings has grown. American Holt now seeks a part-time **Quality Control Inspector** that will report to an Engineering Manager.

RESPONSIBILITIES:

The **Quality Control Inspector** will be responsible for assisting in the development, implementation, and improvement of overall quality systems, including quality standards, test methods, process control techniques, and inspection/testing plans to ensure quality of parts. S/he will perform inspections and ensure that inspection results and documentation support the recommended disposition action. S/he will complete data entry forms in MS Excel. The successful candidate will have proven ability to streamline processes and implement mistake proofing procedures. S/he will also review technical publications, articles, and abstracts to develop applicable skills and to stay abreast of quality, regulatory, compliance, and technical developments in the industry.

QUALIFICATIONS:

The ideal candidate will be a bright, well organized, mentally nimble experienced quality control professional with demonstrated experience with geometric dimensioning and tolerancing (GD&T) and standard inspection processes and tools including:

Metrology

Brown & Sharpe Micro-Hite

Brown & Sharpe CMM

Rockwell Hardness Tester

Micro-View Video Inspection System and X-Ray Florescence a plus

Inspection

Micrometers (can read with 0.0001 accuracy)

Calipers

Thread Gauges

Height Gauges

Indicators

Durometer Testers

To succeed in this critical role, this individual will need to be focused, patient, detail oriented and organized. S/he will be a multi-tasker who can quickly change priorities and handle multiple projects simultaneously. S/he will also be self-motivated with the willingness to roll up his/her sleeves.

High School Diploma required. Associates degree in a technical discipline is preferred. 3-5 years of experience in a regulated environment required (e.g., QSR, ISO 13485, and the MDD). American Society

for Quality Certified Quality Technician (CQT) desirable. Must be proficient in ASME Y14.5M and blueprint reading. Understanding of GD&T is desirable.

Computer Skills: Demonstrated experience using Microsoft Office including Word, Excel, Outlook, and Explorer.

Mathematical Skills: Full understanding of arithmetic and geometry is required. A basic understanding of statistics is desired.

Hiring will be dependent upon successful completion of a background check and drug screening, in accordance with company policies and federal and state guidelines.

COMPENSATION:

Compensation is both competitive and commensurate with experience. American Holt is an equal employment opportunity company.

TO APPLY:

Due to the pace of this search, candidates are encouraged to apply as soon as possible, but no later than May 31, 2010. Applications including a cover letter, your resume (in Word format), salary history and where you learned of the position should be sent to: AHC.QTI@gmail.com. Please type your name (Last, First) as the only contents in the subject line of your e-mail. No phone calls please.