



**MICRO 100 SUPER CARBIDE TOOLS
CAREER OPPORTUNITY**

Job Title: Quality Technician 2
FLSA Status: Non- Exempt
Shift: Swing Shift Mon. - Thurs. 2:30 PM to 1:00 AM
Reports To: Quality Manager
Location: 1410 E. Pine Ave., Meridian, ID 83642

About Micro 100 Tool

Micro 100 is an OEM manufacturer of carbide cutting tools. Employees at Micro 100 are given opportunities to learn and advance in their careers through in-house programs that train the employee in all aspects of our manufacturing processes. Micro 100 offers an extensive benefits package including medical, dental, vision, EAP, life, short and long-term disability, 401(k), vacation, personal leave, merit pay, and monetary awards. Micro 100 has a great company culture leading to low turnover rate.

Position Overview

Seeking a bright motivated individual that values integrity. The Quality Technician 2 position must learn and perform quality related inspections, checks, and audits to ensure finished product quality meet the company and customer quality requirements. The position will also learn and perform tasks related to preservation, preventative maintenance, repairs, and calibration of company gages. The position is responsible for learning procedures including completion of internal quality documentation, departmental procedures and the training of other employees to establish Quality Assurance inspection procedures. This position is entry level and will receive training on our processes. However, we are looking for some prior experience in mechanical inspection, calibration, job processing software, cutting tools, ISO documentation, inspection reports and the use of quality inspection tools. Math, reading and data entry skills are a must.

Essential Functions

- Accurately completes all paperwork, checklists, inspection reports, departmental forms, and audit logs.
- Inspects and processes basic RMAs.
- Learns and performs inspections, tests and verifications to determine acceptable product quality utilizing company gauges and equipment.
- Follows written inspection plans and departmental procedures.
- Learn and know how to read and interpret company blueprints and become familiar with company products.
- Reports nonconforming material to upper grade Quality personnel.
- May work under the direction of the Quality Technician 1.
- Works with and through others to achieve Quality, Production, and Safety Goals.
- Complies with all company policies and procedures according to the employee handbook.
- Helps promote a team environment throughout the facility.
- Reacts to direction in a positive manner.

Competencies & Behaviors

- Follow all safety codes
- Consistent adherence to all department processes and policies
- Organize and maintain accurate records associated with position
- Ability to work independently and as part of a team
- Effective communication and interpersonal skills

Required Qualifications

- Education: High School Diploma
- Proficient mathematical skills
- Computer skills, data entry, MS Excel, Job Processing Software
- Personal initiative, problem solving and analysis skills
- Strong desire for continued growth and learning

Physical Demands

- Must be able to stand, stoop and bend for prolonged periods of time; most of the work day
- Occasionally lift up to 50 lbs.; lift 5-50 lbs. repeatedly and routinely
- Physical dexterity and manual activity
- Vision corrected to 20/20
- Perform essential job functions, with or without reasonable accommodation, efficiently and accurately

How to Apply

Please complete an application @ <http://www.micro100.com/company/careers/>

Or come to our office and fill out application at 1410 E. Pine Ave. Meridian, Idaho

Send completed electronic applications, resumes and cover letters to: jobs@micro100.com