



Human Resources (HR) Job Description for:

Quality Assurance (QA) Outfitting Auditor – Franklin

Doc No:

MSB-HR-JD007

Effective Date:

10/11/2022

Established in 1986, Gravois Aluminum Boats LLC, and its government/commercial boat entity Metal Shark Boats (MSB) are leading suppliers of custom boats for defense, law enforcement, and commercial entities. Its employees are expected to perform their duties to the best of their ability and the following Job Description outlines the core duties and expectations of the position which include but are not limited to:

- Directly reporting to the MSB Quality Assurance facility Supervisor under the MSB Quality Assurance Manager, liaising positively and respectfully with all personnel, regulatory and customer representatives and representing MSB and the QA Department in a professional manner, and supporting the implementation of MSB's Quality Assurance Program
- Utilizing existing Quality Assurance infrastructure and processes to ensure all QA functions are being properly supported, executed, documented, and reported to project stakeholders
- Proactively engaging issues with an emphasis on prevention and mitigation and making recommendations for process improvements, especially via data and trend analysis, to increase efficiency and accountability
- Conducting product inspections and process audits, and producing documentation of them, to successfully demonstrate that MSB's products are leaving the facility fully operational, effectively free from defects and evaluated under various working conditions
- Maintaining and archiving physical and/or electronic copies of all QA materials and Objective Quality Evidence (OQE) and making it available to internal and external entities as requested
- Possessing experience in the shipbuilding industry with Outfitting/Rigging inspections and the ability to read and understand engineering drawings
- Possessing electrical, mechanical, carpentry, and/or general Outfitting/Rigging experience is preferred
- Working knowledge of ship construction, the maritime and/or manufacturing industry, and regulatory rules (ABYC, ABS, 46 CFR, etc.), customary practices, and specifically experience with ABYC is preferred
- Certifications in Outfitting/Rigging disciplines, specifically ABYC certifications, is preferred
- Possessing proficiency with Microsoft Office software suite, specifically Excel, Word, and Outlook, with 3+ years of professional experience and excellent verbal and written communication skills is preferred
- Providing availability outside of standard operating business hours, such as nights and weekends