



The Goal of Metalumen Manufacturing is to become the leading manufacturer of architectural lighting products in North America. We deal honestly and fairly with our customers and fellow employees. We will endeavor to provide the highest levels of quality throughout design and manufacturing. Outstanding customer service and reliability are essential in all actions of the employees of this organization. We will create and maintain a learning and educational environment by focusing on service. We will be innovative in our process.

Position Title: Quality Manager

Department: Quality Assurance & Quality Control

Supervisor: Operations Group Manager

Primary Responsibilities:

- Ensure the outgoing product is of highest quality, and conforms to all specifications required
- Ensure Metalumen's Quality Management System is maintained and continuously improved and conforms to customer, internal, ISO 9001, and regulatory/legal requirements
- Manage the daily duties of the Quality Control Inspectors, including incoming inspections, first off inspections, in-process inspections, shipping inspections
- Document control of ISO processes
- Business process documentation
- Coach the organization through the creation of new systems and process improvement initiatives
- Conduct and perform as the Internal Auditor
- Coordinate and conduct corrective action projects
- Responsible for accuracy and timely inspection/calibration of monitoring and measuring devices
- Other duties as assigned

Required Qualifications:

- Internal Auditor Qualification and/or Certification
- ISO 9001 Training
- Lean, Six Sigma or Kaizen Training considered an asset

Experience:

- Minimum 1 year experience with a document control programme or process
- 1-2 years' experience in process and/or system improvement initiatives (acting as the Team Lead for at least one program)
- Minimum 12 months hands-on involvement in the implementation and/or maintenance of a Quality Management System
- Must have led and completed at least 10 management system audits
- Demonstrated experience using a Cost Benefit Analysis

Skills:

- Strong leadership and coaching skills
- Excellent verbal and written communication skills
- Self-motivated and managed
- Ability to work independently as well as within a team environment
- Strong follow-up, organization, and prioritization skills
- Understanding of cost benefit analysis
- Collaborative
- Disciplined
- Deadline driven

What we offer:

- Flexible work environment
- Great compensation/benefits package
- Education and training reimbursement
- Recreational reimbursement
- Employee recognition program
- Social events throughout the year

We sincerely thank all applicants for the interest in this position, however due to the volume of the resumes, we will contact only candidates that closely match the requirements of the position.

In accordance with the Accessibility for Ontarians with Disabilities Act and Ontario Human Rights Code, Metalumen is committed to providing inclusive and barrier free recruitment and selection process. Please notify Human Resources at hr@metalumen.com of any accommodations you may require.