



SUPERVISOR, QUALITY ASSURANCE

Job Title: Supervisor, Quality Assurance
Work Location: Ukiah, CA

Job Specific Information

I. Summary

Responsible for oversight of the Mendocino Forest Products' Ukiah sawmill quality systems.

II. Duties and Responsibilities

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or abilities required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Assure safe workplace practices are followed and promote safety awareness
- Manage lumber quality and grade to maximize value
- Manage size control program and statistical process control
- Performs grade checks and works with graders providing training and promoting development of grader skills
- Performs quality control audits at sawmill, planer, green and dry yards, dry kilns and log deck
- Focus on continuous improvement, customer requirements and product quality
- Identify opportunities and take measures to reduce waste and inefficiencies
- Carry out special projects as assigned
- Discusses quality control concerns with management and Quality Assurance Director

III. Qualifications/Requirements

- High school diploma or general education degree (GED)
- Minimum of two years' experience in lumber grading or relevant experience in lumber manufacturing and lumber quality control
- Certified grader in NGR and redwood grades preferred, other grader certification will be considered
- Optimizing scanner experience preferred
- Proficient in documentation, workflow, math computation and computer technology
- Knowledge and skills in Microsoft applications including Excel, Word, PowerPoint, and Outlook

IV. Physical Requirements

- While performing the duties of this position, the employee is regularly required to stand; walk; use hands to finger, handle, or feel objects, tools or controls; reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl; and communicate
- The employee frequently is required to sit
- The employee must regularly lift and/or move up to 25 pounds and occasionally move up to 50 pounds
- Specific vision abilities required by this job include close, distance, color, peripheral, depth perception, and ability to adjust focus
- This position requires the employee to view a computer screen and use a keyboard for extended periods of time
- While performing the duties of this position, the employee is regularly exposed to machinery in operation, fumes, dust, and loud noise environments

V. Application Process

- Email recruiter@mendoco.com to request an application or
- Stop by Mendocino Forest Products, Human Resource office located at 6500 Durable Mill Road, Calpella to pick up an application