



JOB POSTING: 2020-011 **POSITION #:** _____

JOB TITLE: Quality Assurance Manager AS9100D

COMPANY: Coulson Aircrane Ltd.

REPORTS TO: General Manager – Port Alberni BC

ABOUT THE COMPANY:

At Coulson Group, we know that our employees are our strongest asset. Guided by a successful past and a long-term innovative vision for growth, our future success will be driven by our people and our strategic approach to our work.

Family owned and operated since 1960, the Coulson Group of Companies began with Forestry in British Columbia. During the 1990s, Coulson Group expanded into Aviation and, led by a pioneering management team, we have become one of the foremost Aviation Fire Fighting Companies in the world. We operate in the USA and Australia, and we expect to expand to other countries around the world.

In addition to Aviation, the Coulson Group has pursued other endeavours, the most recent of which has been Coulson Ice Blast, a unique industrial cleaning technology that has applications in many industries. In fact, we were recently recognized with awards for our ground-breaking technology being the most efficient and environmentally friendly industrial cleaning tool in the industry and the first manufacturer to produce a machine that can blast with real ice cubes.

We at Coulson Group are determined to make a difference in everything we do with an eye toward a sustainable future.

WHAT WE'RE LOOKING FOR:

Coulson Aircrane has obtained certification for AS9100 Rev D and the Quality Manager is the Company's Quality Management Representative in all matters concerning quality. This position will integrate quality systems within our new ERP system and set the course for a future which includes the growing use of AI, vision and automation within our quality systems.

The Quality Manager has the organizational freedom to identify problems related to quality and to correct, initiate corrective, or stop any work or activity that violates the established quality standards. The Quality Manager will set the standards for training and managing our Manufacturing Division. The Quality Manager owns Coulson's Quality Management System and will work to continuously improve our quality assurance programs to ensure we meet all customer and regulatory requirements.



The Quality Manager represents the Company with external entities including customers, vendors and certification bodies. The need to continuously improve our management systems will help Coulson maintain and enhance its strong reputation for product quality. This position, a member of the Company's operations leadership team, will partner with production, supply chain, and operations to support new product manufacturing and sustain quality engineering activities to ensure our parts meet specifications, exhibit excellent workmanship, and are delivered on time.

This position is based in Port Alberni BC. Candidates must be eligible to work in Canada.

Job Duties:

- Ensure the Management System conforms to the AS9100 standard.
- Ensure processes are delivering their intended outputs.
- Report to Top Management on the performance of the Management System.
- Report to Top Management on Opportunities for Improvement (OFIs).
- Ensure the promotion of Customer Focus throughout the organization.
- Review customer requirements.
- Monitor company and customer owned tooling.
- Develop and submit for customer approval any quality procedures required for compliance.
- Create and maintain documentation, inspection, and auditing systems to monitor our systems.
- Establish and maintain relations with customer quality representatives.
- Prepare for and support external audits by certification bodies and customers.
- Plan and conduct training throughout the company to ensure integrity of our quality systems.
- Develop and document scorecard metrics to monitor system performance.
- Manage the development and revision of required procedures and documents related to the overall quality system.
- Lead and manage the cross disciplinary MRB process.
- Provide support to the Supply Chain Manager.
- Manage the supplier quality processes.
- Manage the Root Cause and Corrective Action process and monitor compliance with corrective actions.
- Monitor, coach, develop, and grow employees.
- Promote company goals and lead employees to achieve personal and company performance goals.
- Update employees on new procedures and upcoming events.
- Process and approve time cards for and complete reviews of subordinates, set clear goals, and hold employees accountable.
- Responsibly handle all issues that arise within the department.
- Abide by all safety, quality, personnel, and other policies as applicable.

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COULSON FOREST PRODUCTS LIMITED COULSON ICE BLAST LTD. COULSON AIRCRANE LTD.

COULSON AVIATION (USA) INC. COULSON AVIATION (AUSTRALIA) PTY. LTD.



Requirements:

- Degree in Engineering or Quality Management preferred.
- Minimum three (3) years' experience leading a multi-disciplinary quality team.
- AS9100 Rev D experience strongly desired.
- Five (5) or more years' manufacturing experience required, aerospace industry preferred.
- Must have Internal Auditor experience.
- Must have Internal Auditor training from a recognized training provider.
- Working knowledge or familiarity with AS9100 Rev D and previous maintenance background with technical records experience is an asset.
- Minimum five (5) years' ISO 9001 experience required.
- Must be familiar and proficient in risk-based management.
- Must be able to use common office software systems: Word, Excel, Outlook,
- Integrate quality into the process.
- Maintain certifications as required to support strategic goals.
- Develop and maintain systems such that nonconforming product does not reach a customer.
- Maintain records as required.
- Strong understanding of interactions between processes within the system.
- Strong communication skills.

HOW TO APPLY:

Please submit your resume with a cover letter outlining your experience and salary expectations to jobs@coulsongroup.com. Please quote "2020-011 – Quality Assurance Manager – AS9100D" in the Subject line.

We would like to thank all applicants in advance for their interest; however, due to the volume of applications we receive, only those selected for an interview will be contacted. No phone calls please.

BENEFITS:

In addition to a competitive salary, Coulson Group provides excellent benefits as part of its Total Compensation Package. These include medical and dental benefits, pension, and the possibility for bonuses. Moreover, Coulson Group values and strongly encourages its employees to maintain a positive Work-Life Balance, creating an environment that champions creativity and autonomy.

We are proud of our team and encourage a respectful workplace where everyone is treated with dignity and all ideas are welcome. Moreover, we support growth within the company and provide opportunities for advancement.

We support diversity, equity and a workplace that is free from harassment and discrimination. We are committed to providing accommodation for people with disabilities. If you require accommodation

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through any element of the competition process, please notify us and we will work with you to meet your needs

WHY CHOOSE US:

Port Alberni is a jewel nestled in the Alberni Valley, offering many outdoor activities during your down time, including water sports, camping, hiking, snow sports, and more. With lakes, the Inlet, and mountains all around, you will never run out of things to do here. You will also find some of the most delicious seafood right here in town at one of our many local restaurants.

If you're looking for a quick weekend getaway, Tofino and Ucluelet are a mere two-hour drive West of town. Or, if you're not looking for waves, Nanaimo is only an hour East, while Victoria is less than three hours South. Both offer big city shopping opportunities in addition to a wide variety of arts, entertainment, dining, and cultural activities. The Comox Valley is also less than two hours Northeast of the Valley. And let's not forget those adorable goats on the roof at Coombs!

Centrally located, Port Alberni offers you the benefits of a small town – affordable real estate, anyone? – with the ability to play outside and experience big city life nearby.

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