



## Safety & Quality Manager Hazleton, Pennsylvania

This position is responsible for the quality control and safety for the Hazleton plant in Pennsylvania. The Quality/Safety Manager is responsible for maintaining the quality and reliability of products and services in the plant in addition to maintaining an accident-free and safe work environment. This person inspects and tests products at various stages in the production process. This person is responsible for training others, documenting/reporting, and analyzing data regarding quality and safety within the plant. The person in this role should suggest changes on how to improve quality and safety. This person ensures that SCS and customer specs and standards are met as well as ensuring OSHA and safety compliance at all times.

### Main Duties and Responsibilities include, but are not limited to:

- Developing policies and procedures for quality and safety programs and procedures.
- Supervising the implementation of quality and safety control procedures.
- Conducting audits to ensure that the product meets both external and internal requirements, including legal compliance and customer expectations.
- Ensuring tests and procedures are properly understood and carried out.
- Investigating and solving technical problems related to quality.
- Preparing reports, records, and other required documents and paperwork.
- Promoting quality and safety achievement and performance improvement throughout the plant.
- Setting QA compliance objectives and ensuring that targets are achieved.
- Constantly monitoring and advising on the quality and safety performance of the staff.
- Working with Planning/Inventory dept. to establish quality requirements from suppliers.
- Establishing standards of service for customers.

- Participating in and preparing for internal and external audits.
- Maintaining up-to-date knowledge of OSHA requirements and ensuring compliance in the plant.
- Creating, planning, preparing, and conducting informal on-the-job training as well as classroom trainings with employees on DOT, safety, and quality issues.
- Maintain the training matrix for all quality and safety related trainings.
- Other duties as assigned.

**Essential Physical Functions:**

Must be able to stand for long periods of time. Must be able to lift up to 50 lbs. Must be able to withstand working in a non-climate controlled manufacturing environment.

**Work Environment:**

Most tasks and responsibilities require working in a non-climate controlled manufacturing plant environment – (exposure to disagreeable conditions typical to a manufacturing plant.) The employee may be exposed to outdoor weather conditions, dust, and chemicals. When in the plant Personal Protective Equipment includes but is not limited to: safety footwear, eye, hearing, and hand protection.

**Characteristic Traits:**

This role requires someone to:

- Be a team player.
- Be self-managing/responsible.
- Be flexible and dedicated to doing what it takes to get the job done.
- Be efficient, organized, and detail-oriented.
- Have a high-energy level and sense of urgency.

**Experience and Skills:**

- Must have at least 3 years of related QA/QC, safety, and managerial experience in a high-producing/high-quality manufacturing environment. Plastics manufacturing experience a plus.
- Knowledge of OSHA and manufacturing safety procedures.
- Experience and knowledge of ISO 14001.
- Must have strong reading, writing, and math skills.
- Must be computer literate and be proficient with Word, Excel, and Email.
- Must have excellent leadership and communication skills (Must be comfortable speaking in front of groups.)
- Must have strong analytical and problem-solving skills.

If you would like to work for an international operation that takes care of its staff and supports them in their own personal development, we are the right partner for you.

We welcome your application by email to: [info1usa\\_northbranch@schuetz.net](mailto:info1usa_northbranch@schuetz.net)