



# JOB DESCRIPTION

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**POSITION:** QC Inspector

**INCUMBENT:**

**DEPARTMENT:** Quality Control

**SUPERVISES:** QC Clerk

**AUTHORITY:**

- Issue 'stop Work'/'Reject' instruction to fabricator/supplier upon detecting item not conforming to drawing/code requirements.
- Request contractor to perform Non Destruction Testing (NDT) and Mechanical Lab Testing on Weld specimen.

**RESPONSIBILITIES:**

Supervise and guide the QC team in work scope below:

1. Assist Manager in preparation of Welding Procedure Specification (WPS)/Procedure qualification Record (PQR/WPAR) and Welder Qualification Test (WQT).
2. Ensure correct welding procedure on work piece by qualified welder and continuous monitoring on welding records and welder qualification validity/prolongation of qualification.
3. Inspection of Incoming material and reviewed against drawings and mill certificate for compliance with code requirements.
4. Facilitate the Authorised Inspector (AI) for timely execution of inspection and documents reviews as per Quality Plan.
5. Carrying out visual and other Non-Destructive Testing (NDT) activities as per requirement.
6. Timely recording of NDE work by contractor (RT, UT, MPI, & DP).
7. Review of Radiographic Test (RT) films and endorsement of NDT reports.
8. Timely execution of Destructive Test of Production Weld Sample by Mechanical Testing Laboratory.
9. Timely inspection of inspection points identified in the Quality Plan for workshop/site.
10. Review Post Weld Heat Treatment (PWHT) procedure and recording charts.
11. Compile and check accuracy of Manufacturer Data Record (MDR).
12. Ensure timely calibration of quality control instruments and maintaining latest quality control instrument calibration records.
13. Raising a Non Conformance Report (NCR) on detection of an item not conforming to code requirements.

**EXPERIENCE / SKILLS REQUIRED:**

(This section should be filled up by your superior)

1. Able to read engineering prints and NDT results and make decisions whether a specification has been met.
2. Knowledge on Arc Welding process and specification.
3. Ability to use quality control instruments.
4. Knowledge of Spread sheet and Word Processing software.