

Follow-up Service Inspector

Job Description:

Intertek, an internationally recognized independent testing organization is looking to fill “part-time” positions in the **Seattle** area. The position is ideal for retired technical persons looking for flexible, part-time hours. This position would work through your own home.

- Plan, organize and conduct surveillance inspections in accordance with scheduling requirements, to include: document manufacturer’s production and quality processes; review required production tests, including methods, equipment used and calibration of equipment; inspect ETL Listed products, subassemblies and components with respect to the Certification Documents; review ETL label inventory and control; review non-compliances issued as a result of previous inspections and document unresolved issues; select samples as directed.
- Document compliances and non-compliances found during the inspection, and advise clients on proper resolution.
- Complete and submit Follow-up Service Inspection Report for each client inspected.
- Communicate information between facility representatives and Certification Dept. personnel.
- Maintain expenses within given guidelines.

Qualifications:

- A.S. or B.S. degree in a technical field and 5-10 years related experience; or 15-20 years related experience and HS Diploma.
- Experience is required in electronic/electrical test or quality/reliability testing, engineering, electrical inspection, manufacturing or quality control.
- Being familiar with “National Electric Code” and/or product compliance requirements to nationally recognized safety standards is a plus.
- Travel – willing to travel regionally (100 mile radius) to perform factory/product inspections.
- All travel expenses are fully reimbursed.
- Candidate must be highly self motivated, detail oriented and possess excellent verbal and written communication skills. Strong organizational and time management skills required.

Submit Resume to: Marie Murray at marie.murray@intertek.com
Contact Christine Porter at Christine.porter@intertek.com for more info