



DIRECTOR – QUALITY ASSURANCE AND SUSTAINABILITY

Quality/Sustainability/Manufacturing

Objective & Purpose

- This position is responsible for the leadership, development, implementation, monitoring, and continuous improvement of the Corporate Quality Assurance Program, including the maintenance of existing ISO Quality Certification.
- This position is responsible for driving the organizations commitment to sustainable development and operations. This will manifest itself in numerous ways including driving ISO 14000 certification, identifying ways to reduce the overall carbon footprint of the organization, and meeting the parent companies' sustainability goals.
- This position is responsible for the management, supervision, direction, and professional development of staff in the following functional areas; returned Materials Administration (RMA), Incoming Inspection, In-process Inspection, Testing/Calibration and Final Product Quality Assurance
- The position is responsible for the management and continuous improvement of document and data management systems (companywide).

Why work for Greystone? At Greystone Energy Systems we offer many advantages of being an employee:

- We encourage a good work-life balance; your work schedule is Monday to Friday, daytime hours with flexible office hours.
- We offer a core plan of benefits which include Medical, Vision and Dental Care. Additional benefits include Virtual Doctor Care and Employee and Family Assistance Plan.
- Employee long term career goals are important to us, we want to support and encourage learning and development throughout your Greystone Journey.
- Annual Performance Reviews.
- We believe in equal opportunity, and we promote diversity and inclusion in the workplace, at Greystone, we proactively utilize our diversity to generate new initiatives and strategies in the business.

Principle Duties & Responsibilities

- Key member of the management team assisting in promoting quality, sustainability and continuous improvement culture and initiatives.
- Provide leadership and professional management to all Quality Assurance team members, including Quality Coordinators, Inspectors, Testers, and Trainers.
- Champion the maintenance and continuous improvement of corporate ISO Quality Certification; including documentation, training, and audit functions.
- Champion corporate employee training program including documentation, maintenance of records and awareness and competency evaluations to meet/exceed ISO quality system directives.
- Champion the maintenance and continuous improvement of corporate Sustainability Programs, Initiatives and Certifications, including process development, reporting, training & audit functions.
- Provide Quality Assurance leadership and support to manufacturing and business operations.

- Develop, implement, and monitor the company's organizational environmental strategies, report regularly on the progress of sustainability initiatives.
- Monitor and maintain company adherence to environmental laws and regulations.
- Research and identify opportunities to reduce environmental impact of business operations.
- Champion corporate Returned Materials Authorization (RMA), Supplier Quality Assurance (SQA), Non-Conformance (NCR) and Corrective Action / Preventative Action (CAPA) processes.
- Responsible for the implementation and oversight of the Manufacturing Deviation and Engineering Change Order Process where it impacts Work In Progress (inspection, test, and final product quality).
- Assist Design Engineering and Product Management group with certification program requirements and adherence including NIST, CE, UL, CSA, etc.
- Additional duties as required.

Education, Training & Experience

- Recognized Quality Assurance Credentials
- Bachelor's degree in engineering or other relevant field
- Minimum eight (8) years manufacturing experience preferably in a quality assurance leadership role supporting electrical/mechanical assembly operations.
- Strong and current working knowledge of ISO Quality System requirements.
- Previous and proven experience with the successful implementation, maintenance, and continuous improvement of business operations / manufacturing quality systems (ISO, Lean, etc.) preferred.
- Working knowledge and experience directing corporate sustainability initiatives.
- Previous experience with ISO14000 standards and/or Science Based Targets (SBTi) preferred.
- Knowledge/experience PCB, HVAC and/or electronics preferred.

Skills and Competency Requirements

- Strong leadership, communication, organizational, process development, training, and problem-solving skills.
- Strong information technology, data analysis, document management skills.
- Strong computer skills (MS Office Suite, SYSPRO, JIRA, Visual Factory etc.).
- Exceptional attention to detail.
- Commitment to continuous improvement and resource development.
- Able to read and interpret electrical schematics and PCB design documentation.
- Able to read and interpret mechanical drawings and design documentation.

Only those candidates who will be considered for the next step of the recruitment process will be contacted. Please submit your detailed resume outlining your recent experience to blakemore.j@greystoneenergy.com