



## FELLING TRAILERS, INC.

### POSITION DESCRIPTION

**Job Title:** Final Inspector

**Pay Level:**

**Exemption Status:** Non-Exempt

**Department:** Quality Control

**Authorization:** \_\_\_\_\_

**Date:** October 9, 2014

### JOB SPECIFICATIONS

#### FACTOR

Education:  
Related Experience:  
Supervision Given:  
Supervision Received:

#### LEVEL

High School  
2 years  
None  
Quality Control Supervisor

### Job Summary:

The Final Inspector is responsible for inspecting all trailers and components to insure they meet Felling Trailer and customers' quality standards and specifications prior to release for shipping.

### Essential Specific Job Duties:

1. Communicates with second shift to determine what needs to be done, what has been done and any quality issues that require attention.
2. Inspects each trailer prior to release for shipping using the quality checklist for the trailer model.
3. Inspects trailers using sales copy and blueprints to review and inspect individual characteristics of each trailer.
4. Releases trailers to be shipped and affixes final inspection decal when they pass inspection.
5. Coordinates repairs to trailers that do not pass inspection or sends back to production area.
6. Completes non-conformance compliant reports.

**Essential Specific Job Duties (Continued):**

7. Works with supervisors and production employees to correct any quality deficiencies.
8. Inspects defective fabricated parts and determines if they should be re-worked or scrapped.
9. Documents scrapped parts for scheduling and accounting.
10. Conducts tests on air brake systems.
11. Inspects repairs with warranty problems to assure they are resolved.
12. Inspects outsourced parts to determine if they meet specifications.
13. Inspects trailers and components that are in process that have quality problems.
14. Documents all trailer inspections.
15. Adheres to quality standards at all times.
16. Adheres to safety standards at all times.

**Essential Universal Job Duties:**

17. Improves self in any way possible to enhance job performance.
18. Promotes **Felling Trailers, Inc.**, its mission, values, programs and achievements to the public and other employees.
19. Identifies organizational problems and opportunities for improvement and brings solutions and suggestions to management's attention.
20. Functions as a team member by assisting, supporting and encouraging other employees in any way possible

**Non-Essential Job Duties:**

21. Performs related work as required, willingly and eagerly.

**Physical Demands:** The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Descriptive factors are defined and abbreviated as follows:

- N/A – Not applicable
- O – Performed occasionally 20 –50%
- EF – Essential function: Essential job functions are defined as those responsibilities that are required to be done by the job.
- S – Seldom performed 1-20%
- R – Performed regularly 50 – 100%

Physical Demands	N/A	S	O	R	EF	Working Conditions	N/A	S	O	R	EF
Standing				X	X	Extreme Heat 80 > degrees		X			X
Sitting		X			X	Temperature Changes		X			X
Lifting 0 – 30 lbs.		X			X	Noise > 80 decibels				X	X
Lifting 30 – 50 lbs.		X			X	Vibration	X				
Lifting 50+ lbs.	X					Heights	X				
Carrying 0-30 lbs.		X			X	Work Outdoors		X			X
Carrying 30-50 lbs.		X			X	Work with People				X	X
Carrying 50+ lbs.	X					Work around People				X	X
Pushing	X					Work alone			X		X
Pulling	X					<b>Substance Exposure</b>	<b>N/A</b>	<b>S</b>	<b>O</b>	<b>R</b>	<b>EF</b>
Grips/Grasps		X			X	Acids, Corrosives	X				
Finger Movement			X		X	Epoxies	X				
Reaching/Stretching		X			X	Dust				X	X
Walking				X	X	Fumes	X				
Climbing			X		X	Mists	X				
Running	X					Gases		X			X
Jumping	X					Chemicals	X				
Rapid Work Speed			X		X	Body Fluids	X				
Bending		X			X	<b>Equipment</b>	<b>N/A</b>	<b>S</b>	<b>O</b>	<b>R</b>	<b>EF</b>
Speaking Clearly				X	X	Motor Vehicles	X				
Hearing Conversation				X	X	Hand Tools				X	X
Hearing High Acuity	X					Machinery		X			X
Seeing – Near				X	X	Machine Tools		X			X
Seeing - Far			X		X	Lifts		X			X
Depth Perception				X	X	AV Equipment	X				
Color Perception		X			X	Personal Computer				X	X
Typing/keyboarding			X		X	Office Machines		X			X
Writing			X		X	<b>Protective Clothing</b>	<b>N/A</b>	<b>S</b>	<b>O</b>	<b>R</b>	<b>EF</b>
Filing	X					Facial Covering	X				
						Latex/Vinyl Gloves			X		X
						Safety Glasses				X	X