

# Quality Control

## **Monterey Mechanical:**

Located in Oakland, California, Monterey Mechanical Company is a mid-sized industrial contractor and metal fabricator. Our current annual revenues are approximately \$65 million with approximately 70% construction, 20% HVAC and metal fabrication and 10% industrial maintenance.

With more than 80 years of continuous service, we are passionate about providing our employees opportunity for career advancement and a great place to work. We are family-orientated and highly value the expertise and experience of our team.

## **We offer:**

- Career growth potential
- Outstanding company culture: work/life balance, friendly team environment, and employee recognition programs
- Opportunity to participate in community outreach programs and other charitable endeavors
- Competitive salary

## **Position Summary:**

Supervised by project manager; oversee implementation of Quality Control Plan by performing the following duties.

## **Responsibilities:**

- Ensure that work performed on and off the construction site conform to the requirements of the contract documents
- Ensure that materials and equipment incorporated in the Work conform to the requirements of the contract documents.
- Conduct daily quality inspections of work performed to ensure compliance with requirements of the contract documents.
- Submit completed QC checklists, sign off sheets, and verifying that the work meets the requirements of the contract documents prior to the installation or start-up of subsequent activities that will conceal the subject work.
- Ensure that no portion of the work requiring testing or inspection is covered prior to the acceptance by authorized parties, including provisions for work hold points.
- Cooperate with inspection and testing agency personnel, provide access to the work, and when required, deliver samples to testing agency, including provisions for work hold points as part of QC forms.
- Manage MMC's inspection process in sequence with schedule achieving passed final inspections prior to, or on the completion date in the schedule.

- Document QC operations by recording inspections, special inspections, testing, and/or manufacturer reviews.
- Submit a daily report conforming to the requirements of Specification Section 01 75 17 3.1 B., QC activities conducted during that day, including, but not limited to:
  - Contractor/Subcontractors performing work under this trade package and their area of responsibility.
  - Test and/or Control activities performed with results and references to contract document requirements, i.e., drawings and/or specification references.
  - Observed non-compliance requiring correction and actions taken with respect to resolving previously observed MMC non-compliances, observed by MMC or other parties.
  - Provide a list of Non-Compliance Notices (NCN) and Corrective Actions issued each day.
  - Instances of conflicts in plans and/or specifications noted on a daily basis.
  - Delivery review record, i.e., what was delivered to site, was it in compliance with approved submittals.
  - Completed QC Checklists, testing and inspection activities, noting results of inspections, and summary of work being inspected.
  - Monterey Mechanical's verification statement stating that each report is a complete, true, and accurate account of the reported construction activity. Company's Quality Control Supervisor shall sign and date each report as verification.
- Report non-conforming work to the MMC project team.
- Coordinate development of corrective action to non-conforming work.
- Take action necessary to ensure conformance with the requirements of the contract documents, including immediately stopping work, for which MMC is responsible, that does not comply with requirements of the contract documents.
- Advise on removal and replacement of defective work performed by Monterey Mechanical.
- Advise on removal of personnel from the Project that consistently fail to perform work properly.

**Qualifications:**

- Requires a Bachelor's Degree (B.S.) from an accredited institution with a minimum of two years of experience in construction and engineering projects and/or training; or an equivalent combination of education and experience.
- Ability to review initial and plans and specifications, schedule work, and analyze and accurately compute costs in a timely way.
- Ability to establish and maintain cooperative and on-going relations among managers, co-workers, vendors, and business associates.

**Physical Requirements:**

The work environment characteristics described below are representative of those an employee encounters while performing the essential function of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Required to exert 10 to 20 pounds of force or more frequently, and to lift, carry, push or otherwise move objects.
- Work involves sitting, standing, walking, kneeling, bending, and climbing for varied amounts of time.

**Salary Range:**

\$120,000 to \$140,000 Annually

- Pay may vary based upon relevant experience, skills, location, and education among other factors.

Equal Opportunity Employer, M/F/D/DV

Monterey Mechanical is an equal opportunity employer and is strongly committed to implementing its Equal Employment Opportunity/Affirmative Action Policies. We will not discriminate against any person on the basis of ancestry, marital status, race, religion, color, national origin, sexual orientation, gender, disability or medical condition.

We maintain a drug-free workplace and perform pre-employment substance abuse testing.