



QAI Job Number: QAI-BBY-TECHINSELE-013023
JOB TITLE: Inspector & Technician – ELE
LOCATION: Burnaby, BC
NUMBER OF POSITIONS: 1
CATEGORY: Electrical Products/Special Inspections
CLOSING DATE: Open Until Filled

BACKGROUND:

Founded in 1994 by a group of experienced certification and testing experts, QAI Laboratories Ltd. (QAI) is a multi-national professional certification body, test laboratory, and inspection agency with offices throughout North America and Asia. Recognition of the QAI name and logo have grown significantly over the past few years resulting in significant expansion of the business. We are looking for a talented, hardworking, dedicated person to join our growing team and support future expansion of the business.

Join our Team! *Learn, Develop, Grow!*

At QAI, you will have the opportunity to put your aptitude, experience, knowledge, and desire to learn to the test. We make a difference in people's lives through the work we do as a top-notch Product Testing, Certification, and Inspection body whilst providing rewarding careers for our employees.

We are looking for Inspector and Laboratory Technician to support the Electrical Product Safety Department at our Burnaby, BC location. Our ideal candidate would be someone who is very motivated and likes to be hands on, interested in working in a product testing laboratory as well as have experience in field inspection. The ideal candidate would be someone with electrical product testing and inspection background who would be open to travel in Canada (mostly BC and Alberta). Flexibility in work schedule and working overtime, if needed, is ideal.

DUTIES: The successful candidate for this position will perform, but not limited to, the following duties:

- Performs inspections to CSA and NFPA Standards as required by product division.
- Maintains a high level of technical competence in the field of inspection & testing.
- Manages day-to-day activities with respect to scheduling and reporting.
- Schedules and coordinates directly with clients.
- Ability to explain technical requirements and findings to the clients.
- Conduct testing of various electrical products to nationally recognized electrical safety standards (CSA, UL, IEC, etc.).
- Conducts supervised and/or unsupervised testing, data analysis, and test report preparation
- Building of test fixtures and assemblies
- Execution of provided work instructions
- Assisting Project Managers as assigned
- Clean up and organization of inventory
- Become familiar with CSA and other standards. Implementation of standards towards product certification, testing and inspection programs
- Become familiar with QAI quality system and administrative procedures
- Work with the QAI sales team to provide technical support, when requested
- Written and verbal reports to clients and management
- Understands and follows the QAI quality management system requirements and QAI policies
- Someone willing/able/interested in learning and growing from within the organization
- Other duties as assigned by the manager or its designee

QUALIFICATION: The successful candidate will have:

Minimum:

- Must have a technical diploma in an Engineering discipline or equivalent
- Be able to work with limited supervision.
- Must have at least 3 years of experience in the evaluation and testing of electrical products and be familiar with both the CEC Part 1 and Part 2 and NEC requirements.
- Must have external training or certification, such as courses in the CEC and NEC, UL 508, NFPA 791, CSA SPE-1000, CSA SPE-3000, and other electrical courses such as grounding/bonding, wiring, power supplies and electrical safety.
- Must be familiar with standard Microsoft Office software and have good written and oral communication skills.
- Safe working practice with tools associated with electrical lab
- Ability to grasp general concepts in a field of testing and apply it to specific test methods.
- Fluent with Microsoft Office software and have good written and oral skills
- Ability to read, understand, explain and interpret technical standards in English
- Ability to accept instruction and follow directions
- Ability to multi-task multiple test programs with some degree of efficiency and accuracy.
- Detail oriented
- Ability to lift at least 50 pounds
- Have a **valid driver's license and able to travel**
- Be able to operate a forklift, or willing and able to be qualified as a forklift operator
- Maintains a sense of ownership and responsibility for projects assigned to them.
- Ability to work independently and within a team
- Must be a team player and have a great attitude toward their job which is to be demonstrated by taking pride in their work, working respectfully with others, self-motivated and a willingness to learn new areas of testing.

Preferred:

- Experience working at an ISO 17025 accredited testing laboratory
- Experience working in the testing, inspection and certification industry
- Knowledge of common CSA, UL, IEC, etc. test methods relating to electrical products
- Experience working in diverse teams of engineers, operations, sales and marketing
- Flexibility in work schedule and working overtime, if needed

Key Technical Competence:

- Demonstrates sound professional judgement in the applicable field of inspection.
- Conducts inspections in a safe manner adhering to good safety practices and all applicable safety rules and guidelines.
- Maintains a high level of expertise and knowledge in the area of electrical equipment evaluations.
- Knowledgeable of the applicable standards and codes for electrical products and able to apply this knowledge in specific situations and to specific products.
- Extensive long-term experience in electrical inspections.
- Requires ability to understand CSA SPE-100 and/or NFPA 791 as applicable to the specific electrical evaluation.
- Accepts instruction and follows it for testing outside of their general scope of knowledge and experience.
- Able to grasp general concepts in a field of testing and apply it to specific test methods.
- Able to perform simple testing and as knowledge grows in a specific field of testing graduates to more complex testing methods.
- Seeks assistance and knowledge from more senior personnel when a specific requirement is outside of their general scope of knowledge.
- Good working knowledge of the test methods in their specific discipline.
- Able to multi-task with some degree of efficiency and accuracy.
- Maintains a sense of ownership and responsibility for projects assigned to them.



APPLYING:

QAI Laboratories offers competitive compensation and benefits package. We are committed to the long-term success of our employees.

Interested? Please submit your resume and cover letter at careers@qai.org. Applications will only be accepted when emailed in MS Word or PDF format and must have a job-specific cover letter. Please be sure to include the QAI job number in the subject line of your communication.

Check our other career opportunities on our website careers page: qai.org/careers.

Equal Opportunity Employer

QAI Laboratories is an Equal Opportunity/Affirmative Action employer. All qualified applicants will receive consideration for employment without regard to sex, race, color, religion, national origin, age, marital status, political affiliation, sexual orientation, gender identity, genetic information, disability or protected veteran status. We are committed to providing a workplace free of any discrimination or harassment.

NOTE: No sponsorship is available.
