



Title: Quality Assurance Inspector I

Eagle Labs, an Innovia Medical Company
Rancho Cucamonga, CA
February 2022

Innovia Medical combines the experience and expertise of Summit Medical, Network Medical, DTR and Eagle Labs to help our medical professional partners elevate the delivery of care to improve patient outcomes. We develop products not just for our customers, but with our customers. Our collaborative approach cultivates innovative medical solutions for the global health care industry. Through excellence in design, supply chain management, manufacturing and customer service we put quality at the forefront in all aspects of our business.

Job Summary

The Quality Assurance Inspector will perform inspections on in-process product and finished product. The QA Inspector will follow all inspection procedures, inspection techniques and non-conformances process.

Essential Duties and Responsibilities

- Follow all procedures and work instructions applicable in the Quality Management System
- In-Process / Final Inspection:
 - Inspection of components in-process
 - Review of controlled environment activities and logbooks
 - Follow Non-Conforming Material Reports process
 - Inspection of labeling (i.e. labels and instructions for use)
 - Review and disposition of returned products and non-conforming materials
 - Final QA product inspection
 - Label accepted products
 - Document inspection results in spreadsheets, ERP software and/or databases
- Support Eagle Labs agency listings and certifications
 - FDA registration
 - ISO 13485:2003 / 13485:2012
 - Health Canada
 - Individual product listings at regulatory agencies

- Interdepartmental Relationships and Teamwork
 - Support Quality Management to keep drawings and specifications accurate and up to date
 - Support manufacturing to keep work instructions accurate and up to date
 - Support quality functions including review of RMA's (return material authorizations), NMR's (non-conformances), complaints, deviations, training records, calibration records and CAPA's (corrective actions and preventative actions) as needed
- Other duties as assigned by supervisor/manager

Desired Experience & Education

- High School Diploma, GED or equivalent Technical
- Minimum of 1 year of work experience in medical device manufacturing environment
- Must have attention to the details
- Possess excellent verbal and written communication skills in English. Ability to read, write and speak English in order to comprehend and execute internal procedures, drawings, specifications, manufacturing work instructions (MWI), etc.
- Possess good basic math skills including the use of fractions and percentages

Preferred Skills & Abilities

- Basic understanding of FDA 21 CFR Regulations, Good Documentation Practices, ISO 13485:2016
- Previous work experience within medical device industry as a Quality Inspector a plus
- Working knowledge of basic inspection equipment (i.e. use of calipers, pin gauges, rulers, micrometers, microscopes, etc.)
- Ability to read and utilize drawings/blueprints
- Excellent organization skills
- Basic understanding of Good Document Practices (GDP)
- Software proficiency: Microsoft Word, Excel and Adobe Acrobat
- Willing to learn new skills or enhance existing skills that support this position's core duties

Working Conditions and Physical Demands

- Regularly required to sit, stand, bend, reach and move about the facility
- Regularly sit at a computer workstation entering data as required
- Must be able to fulfill all requirements for cleanroom access
- Ability to lift materials and product up to 40 pounds
- Frequent repetitive motions
- Indoors, desk work, manufacturing floor and controlled cleanroom environment; Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

We offer a full complement of benefits including health, dental, vision, life insurance, 401(k), vacation and sick time. Come work for a growing company that offers a fun, collaborative environment with work-family balance.

****Please note: This position is based in the facility and not a remote position****

Qualified applicants should send their resume and salary requirements to careers@innoviamedical.com.

EOE/Disabled/Veterans