

LEAVE YOUR MARK

WITH BUREAU VERITAS VIETNAM

Job Description: AS9100 Auditor

Reporting : Operation Manager

Location : HCMC

TASKS – ACTIVITIES – RESPONSIBILITIES

- Responsible for conducting quality audits within the organization to ensure continued compliance with the Quality Management System and the maintenance of AS9100 certification;
- Participate in development and delivery of a strategy that enhances continual improvement and adheres to AS9100 quality requirements while promoting location ownership and responsibility;
- Audit client company's quality systems for compliance with established standards. Standards may include: ISO9000, AS 9100, AS9110 and AS9120, Third Party Cert Programs, OSHA, Client Company Requirements, Industry Requirements, Governmental Regulations, etc;
- Assist clients with questions relevant to the audit and/or certification process;
- Review client company's quality system documentation. Address areas of non-conformity;
- Review audit results with coordinator and other assessment team members;
- Make presentations to clients and/or certification board concerning audit results when requested;
- To have main responsibility for client contact during audit and for the success of the contract delivery;
- May provide consultation and/or training both internally and externally on related quality issues/topics;
- To refer business and actively participate in identify opportunities for cross-selling Bureau Veritas services, as needed;
- To undertake any other activities as directed by the Certification Manager and/or the Central District System Certification Services Business Line.

CANDIDATE PROFILE

- Be in good standings in the Oasis Database for Aerospace Audits;
- 5 years quality systems experience in a professional capacity. Prefer prior experience performing document reviews and assessing quality systems;
- Prefer Degree in Engineering, Quality, or related technical, manufacturing or industrial management systems or related field;
- Experience in procedural writing related to quality systems;
- Working knowledge of the principles and practices;
- Working knowledge of the principles and practices of manufacturing systems, ISO-9000 or other relevant formalized quality standards systems;
- Ability to travel to work sites for varying duration's as job dictates;
- IRCA, RABQS Assessor, CQA, CQE Certification is a plus.



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TECHNICAL AND PROFESSIONAL SKILLS

- Proven ability to work in a cross-functional and global environment;
- Good communication and coordination ability and work motivation;
- Effective problem identification and solution skills;
- Can arrange to travel for inspection jobs
- Able to prioritize client requests, plan, and adjust to different client audit requirements.
- Good in reading, writing & speaking English

