

Quality Secretary/Auditor

Primary responsibilities include maintaining Quality System documents (i.e. type, distribute and control), perform ASTM testing per product specifications, serve as quality management system software administrator, and perform annual ISO 9001 auditing to determine materials, products and processes are within specifications and requirements.

Preferred qualifications include an associate degree in quality management or office administration (or equivalent) and strong working knowledge of Excel and Word. Prior experience working in a manufacturing environment would be beneficial.

In addition to competitive pay, we offer a complete benefit package, to include health, dental, disability, life insurance and flex spending plans, paid vacation and holidays and company sponsored retirement plans.

Interested candidates may apply via *application to:

Felker Bros. Corp.
Attn: Human Resource Dept. – QA Spec.
22 N. Chestnut Avenue
Marshfield, WI 54449

An equal opportunity employer/Drug test required

*Application available on website --- www.felkerbrothers.com