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**Requisition No.:** 2023-QA-01

**Need Date:** Immediate

**Job Family:** Quality Assurance Specialist - Senior Level

**Position Type:** Full Time Position

**Exempt/Non-Exempt Classification:** Exempt

**Security Clearance Requirement:** The candidate must be clearable to DoD Secret Level.

**Location:** *In office:* 10611 Balls Ford Road, Suite 300 Manassas, VA 20109

**Education:** Bachelor's Degree (preferred) or equivalent work experience in a related field. An equivalent of 4 years of combined education, professional training, or related work experience may be substituted for Bachelor's requirement.

**Experience Level:**  
10+ years desired.

**Travel:** Local. May require occasional travel to off-site locations in the Manassas VA area.

**Overview:**

This is a great opportunity for a self-motivated Quality Assurance Specialist with focus on product inspection for military components, products, and systems. Activities are associated with submarine Total Ship Monitoring System (TSMS) and Towed Array (TA) programs. Our products are typically re-packaged COTS and custom components designed into ruggedized units and integrated into a larger enclosure cabinet or system. Products are required to meet submarine and surface ship performance, functional and environmental requirements. Candidate must be self-starter with a strong work ethic and interpersonal skills. Sedna offers competitive salaries and benefits, but most importantly, career advancement opportunities. At Sedna, we highly value every employee and pride ourselves on our productivity and high-quality standards.

**Job Responsibilities:**

- Perform inspections of electronic assemblies in accordance with industry standards
- Perform inspections of electronic and mechanical assemblies to evaluate conformance with engineering drawings and specifications
- Review and approve Engineering Change Notices to CAD drawings for product assemblies.
- Identify defects against standards, recommend dispositions, and verify rework.
- Design, implement, and maintain Quality Assurance procedures for inspecting, testing, and evaluating assembly products.
- Perform audits, assign corrective actions, and verify implementation.
- Prepare and maintain a wide range of Quality Management System process and procedure related documentation.

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- Maintain complaint and nonconformance processing through records and tracking systems, including root-cause analysis and corrective actions.
- Document quality assurance activities with internal reporting and audits.

**Basic Qualifications:**

- Ability to inspect and review electronic and mechanical assemblies, drawings, and documents to verify conformance to applicable requirements.
- Good written and verbal communication skills
- Proficiency in the use of Microsoft products – Outlook, Excel, Power Point, Word, Visio
- Extreme attention to detail is a must.

**Desired Qualifications:**

- IPC-A-610 certification.
- ISO 9001:2015 experience.
- ASME Y14 standards familiarity.
- Configuration Management and Document Management experience.

Sedna is an Equal Opportunity/Affirmative Action Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, pregnancy, sexual orientation, gender identity, national origin, age, protected veteran status, or disability status.