# Job Description: Online & Pre-Dispatch Inspection Operator

Department: Quality Control / Production

Location: [Factory Location]

Reporting To: Quality Supervisor / Shift In-charge

Shifts: Rotational (Day/Night) – 3-shift system

Qualification: ITI (Mechanical / Rubber Technology / Fitter / QA or equivalent)

Experience: 0–2 years (Freshers can apply)

## Key Responsibilities

* 🔎 Online Inspection (During Production)

• Visually inspect extruded/molded rubber profiles on the line for defects like air bubbles, cuts, undercure, overcure, surface finish, etc.

• Use tools such as Vernier Caliper, profile gauge, hardness tester, and sample cutter for basic measurements.

• Identify and report any non-conformities to shift supervisor or QC engineer.

• Maintain inspection logs and label accepted/rejected material accordingly.

• Ensure rubber profiles are handled properly during stacking or transfer to avoid deformation.

* 📦 Pre-Dispatch Inspection

• Conduct final inspection of finished goods before packing/shipping.

• Verify quantity, dimensions, and product codes against customer order/specification sheets.

• Check for packaging integrity (correct labelling, batch traceability, protective packaging used).

• Ensure documentation (inspection reports, tags, checklist) is completed before dispatch.

• Assist in loading inspections if required (visual checks during loading into containers or vehicles).

* 🧾 Documentation & Reporting

• Fill out inspection checklists, tagging formats, and basic rejection reports.

• Communicate any recurring defects or process deviations during daily meetings.

## Skills & Competencies

• Attention to detail and visual inspection skills

• Basic understanding of measurement tools (Vernier, tape, gauges)

• Ability to read simple technical drawings or samples

• Discipline to follow standard operating procedures (SOPs)

• Team coordination and reporting discipline

• Willingness to work in rotating shifts

## Desirable (Optional but Preferred)

• Experience in rubber/automotive components inspection

• Familiarity with IATF 16949 or ISO procedures

• Basic computer usage for data entry (can be trained)