



Position: PPAP Coordinator
Location: Ayr, Ontario (Near Cambridge, Kitchener/Waterloo)
Hours of Work: Monday to Thursday 8:00AM-4:30PM; Friday 8:00AM-2:00PM
Benefits: Comprehensive Health and Dental, Pension Plan, Course Reimbursement Program and many others.

Bend All Automotive ULC (BAA) is a leading supplier of Automotive Components and Automation Tooling Equipment. BAA supports customers worldwide with leading technology through product design, prototyping, product validation, tool building and a flexible streamlined manufacturing process. Our expertise is not limited to standard forming techniques, but entails the utilization of synchronized manufacturing systems that provide our customers with cost effective and mistake proof solutions. Bend All Automotive currently employs over 1,200 team members and operates 4 facilities.

Primary responsibilities/accountabilities:

- Review bubble drawings and prepare part dimensional reports
- Communicate with APQP team on all significant issues/findings found during print review & part layout
- Complete measurements on PPAP samples and complete layout report
- Maintains PPAP sample boards to ensure only latest revision is available
- Compile required documents as per customer required PPAP submission level and other customer specific requirements
- Compile supplier data that is required to be included in the PPAP package
- Enters and manages International Materials Data System (IMDS)
- Work with SQE on supplier IMDS submissions and approvals
- Submits PPAP for customer review and approval and assists with any concern
- Follows up on PPAP status and obtains & distributes customer PPAP approvals
- Participates in customer monitored PPAP, Run@Rate & Valve activities and reviews
- Participates in the internal Advanced Product Quality Planning activities
- Maintains PPAP schedules and PPAP packages/ files to ensure latest revision
- Adds all new KPC to the Capability Matrix

Qualifications (education & skills required):

- Minimum 2 years' experience in automotive manufacturing as Layout or Quality Technician
- Post-secondary education required & completed Quality Designation (or equivalent experience)

- Exemplary communication skills, written and verbal with ability to communicate professionally with customers and internal teams on PPAP related issues & dimensional concerns
- Working knowledge of: GD&T, Blueprint reading, Metrology, measuring equipment
- Experienced in measurement techniques & instruments such as optical comparator, surface testers, torque gauging, force gauging, concentricity collets
- Able to understand and interpret CMM reports
- Proficient in MS Office software
- Working knowledge of customer web-based interfaces such as GQTS, Covisint, IMDS an asset
- Knowledge with quality documents such as Control Plans, Dimensional Reports, Gauge R&R and MSA reports, quality principles, and statistical data collection and trend analysis
- Ability to review and verify material certifications and material test reports.
- Ability to multi-task in a high paced work environments and while meeting deadlines
- Knowledge with quality standards such as ISO/TS/IATF 16949 or ISO 9000

We look forward to meeting qualified candidates for this opportunity and encourage those who are interested to submit a resume, outlining salary expectations to careers@bend-all.com

We thank all candidates for their interest; however, only those selected for an interview will be contacted.

Bend All is committed to promoting accessibility for Ontarians with disabilities and complying with the *Accessibility for Ontarians with Disabilities Act*, and makes accommodations available for applicants with disabilities in its recruitment processes. When an applicant for employment is chosen to participate in an assessment and/or the selection process, reasonable accommodations are available upon request in relation to the materials or processes to be used.