Summary of Position

BQMI is seeking a part-time (as needed) Quality Engineering SME to support the NASA Safety Center (NSC). The QE will support the development of safety and mission assurance awareness products for the NASA workforce, including case studies, articles, webinars, events, training courses, videos and more.

The mission of the NASA Safety Center is to provide Safety and Mission Assurance (SMA) expertise, information, verification and analysis to enable collaboration and learning while promoting a safe workplace and successful programs and projects. The NSC vision is to be NASA's preeminent resource for SMA expertise, data and tools. Below are some tasks that will be required for the QE SME

Essential Duties & Responsibilities

- Collaborate with BQMI Technical Writers and Instructional Designers to assist in all phases of developing safety and mission awareness products.
- Conduct research on Quality Engineering related topics for use in NSC products
- Write, provide actionable "tips" based on research and recommendations that apply directly to the NASA workforce.
- Distill research information into clear, concise messaging for Technical Writers to use in developing awareness products/case studies.
- Support video producers in developing video scripts.
- Provide overall technical expertise in the design, development, and review of training, courses, scripts, and case studies
- Provide technical review of final products for accuracy and gaps.
- Assist in the revalidation process of existing courses and ensure content is consistent with NASA and industry standards and NASA procedural documents (e.g. NPD 8730.5
- NASA Quality Assurance Program Policy)
- Assist in the development of training, certification, qualification, and personnel competency requirements
- Conduct training and deliver presentations to groups on Quality Engineering topics
- Conduct research and provide information from Mishap data for quality engineering courses
- Review data for trends and provide analysis about the effectiveness of NASA's quality engineering programs.
- Provide expert advice for planning, design, development, and implementation of quality analyses

Essential Skills

- Ability to write, edit, and clearly dictate appropriate quality standards/practices in a clear and concise way.
- Apply quality engineering principles for case studies, articles, webinars, events, training courses, videos and more
- Use quality management tools to interpret and resolve all factors affecting process inputs and outputs.

- Analyze quality tools, design drawings, and technical documentation to identify and support resolution of quality issues throughout a project life cycle
- Experienced working with the AS9100 quality management system standard.

Preferred Skills
- Certified Quality Engineer (CQE); AS9100 auditor, Lean Six Sigma Green or Black Belt is highly desirable.

Personality or self-management skills:
- Must be able to communicate and work collaboratively with various customers and team members
- Self-motivated and able to organize/schedule workload of multiple concurrent assessment activities
- Willingness to keep skills current and quickly adapt to new technologies, as needed

Qualified candidates will have a Bachelor's Degree and 10+ years' experience working in a Quality Engineering position. Applicants with previous NASA, Aerospace or Military experience, are preferred. Demonstrated experience applying QE tools such as Lean and Six Sigma, Quality Control Tools is desired.

To apply please submit a current resume and cover letter to:

Michelle Zuckerman
Human Resources Manager
21000 Brookpark Road, MS 142-1 Cleveland,
Ohio 44135 mzuckermanhr@bqmi.com

BQMI is an equal opportunity employer. All applicants will be considered for employment without attention to race, color, religion, sex, sexual orientation, gender identity, national origin, veteran or disability status.

Due to contract requirements, U.S. citizenship is required to obtain access to government facilities and systems.