

## Job Information

Post Title	Quality Assurance Coordinator, Raw Materials
Company Name	Canada Goose Services Limited
Business Nature / Introduction	Retailing, Garment Manufacturing, Quality Assurance
No. of Vacancy	1
Work Location	Hong Kong
Role / Responsibility	<p><b>Job Purpose:</b></p> <p>The QA Raw Materials Coordinator is responsible for the ongoing inspection of raw materials at all stages of the manufacturing process to ensure that Canada Goose quality standards are met.</p> <p>The QA Coordinator will follow performance standards and procedures in order to meet QA department and CG business requirements and must be capable of multi-tasking while working in a team environment to perform tasks cross functionally.</p> <p><b>Key Responsibilities:</b></p> <ul style="list-style-type: none"> <li>• Coordinate and communicate with Product Developers and Sourcing team on setting standards for new seasons</li> <li>• Manage testing process of new fabrics and finished goods with third party, this includes and not limited to: shipping test yardage, reviewing all testing reports/results upon receipt, filling out tests results and communicate to stakeholders all necessary information to ensure seamless process</li> <li>• Inspect Pre-shipment/Bulk Sample/Shipment of fabric and trims, compare with standards and communicate with appropriate departments on whether samples and/or raw materials meet CG quality standards</li> <li>• Travel to have on-site raw material inspection in different locations, including fabric and trim suppliers</li> <li>• Communicate with fabric and trim suppliers regarding results of pre-shipment or shipments inspections; drive improvement process, release or reject shipments</li> <li>• Communicate and monitor all 3rd party testing and inspection process</li> <li>• Issue Nonconformance report and ensure follow-up with rejection process</li> <li>• Perform in-house tests in CG QA lab; analyze results, compare and confirm on third party tests and inspection reports</li> <li>• Maintain CG QA standards library and files</li> <li>• Support with any quality related production issues for labs, raw materials and finished goods</li> <li>• Back-up to departmental QC Coordinator during absence and/or times of high volume of work</li> <li>• Support development and implementation of processes and procedures using an advanced knowledge of industry standards.</li> </ul>
Requirements / Qualification	<p>Preferred Qualifications:</p> <p>Undergraduate/sub-degree graduates in the following field of study:</p> <ul style="list-style-type: none"> <li>• Technology</li> </ul>

	<p><b>Other Requirements</b></p> <p>Preferred graduates: Institute of Textiles and Clothing</p> <p><b><i>Experience, Education and Designations:</i></b></p> <ul style="list-style-type: none"> <li>• College Degree or Diploma in apparel design and manufacturing</li> <li>• 3-5 years of quality control experience within apparel manufacturing industry</li> <li>• Textile/fashion industry knowledge</li> <li>• Specialized lab testing knowledge</li> </ul> <p><b><i>Knowledge, Skills and Attributes:</i></b></p> <ul style="list-style-type: none"> <li>• Colour principle and colour sense</li> <li>• Strong eye for details (shading, millimetre difference, colour reading and grading, etc.)</li> <li>• Textile and lab testing knowledge</li> <li>• Knowledge of industry inspection standards and garment construction (4-point system)</li> <li>• Computer skills (Windows, Microsoft Office, Illustrator, etc.)</li> <li>• Communication and cooperation skills.</li> <li>• Able to multi-task and work in a fast-paced environment</li> <li>• Positive attitude and a great team player</li> <li>• Ability to use own initiative, problem solve with a can-do attitude</li> </ul>
Target Commencement Date	As soon as possible
Additional Information	<ul style="list-style-type: none"> <li>• Manufacturing/Warehouse Environment</li> <li>• travel to different locations</li> <li>• Some heavy lifting</li> </ul>
Application Method	<p>Please send the following document to <a href="mailto:jsiu@canadagoose.com">jsiu@canadagoose.com</a> :</p> <ul style="list-style-type: none"> <li>• CV</li> </ul>
Application Deadline	31 July 2019