

<b>Product Assurance (PA) Engineer- job ref, JT/271</b>	
<b>Key Purpose of Job</b>	Based at Sevenoaks, the PA Engineer is required to support the SSSL PA Manager. The project work is carried out by the Optical Payload Group developing optical instrumentation projects for customers such as the European Space Agency. Due to the small company environment this requires technical involvement in the engineering principles, materials, processes and parts used in space.
<b>Key Tasks</b>	<ul style="list-style-type: none"> <li>• Work with a senior PA manager in handling day-to-day PA issues of the project.</li> <li>• Involvement across the project structure ensuring that the project as a whole is adhering to the customers PA requirements and SSSL's procedures during design, procurement, assembly and test phases.</li> <li>• Involvement in managing and implementation of the optical cleanliness and contamination control requirements during the optical instrument life cycle.</li> <li>• Involvement in parts and materials, assisting with their selection, procurement and control.</li> <li>• Support to the PA manager in system level reliability analysis and the mechanisms of failure and their effects</li> <li>• Support to the PA manager for CDM issues associated with the project (e.g. managing and processing RFD/RFWs, generating CIDL, ABCL).</li> <li>• Participation in progress meetings, design reviews, etc., including customer meetings.</li> <li>• Performing incoming inspections of equipment and verification of its build record.</li> <li>• Liaison with SSSL's management team concerning the quality systems of the company. This will involve travel to the head office in Guildford.</li> </ul>
<b>PERSON SPECIFICATION (essential requirements)</b>	
<b>Experience</b>	<ul style="list-style-type: none"> <li>• Experience of space technologies and a background in optical instrumentation is preferable but not essential.</li> <li>• Some background in product assurance.</li> <li>• Knowledge of ESA PA requirements and practices would be a considerable advantage.</li> <li>• Experience in a design and development environment is more desirable than experience in a mass production environment.</li> <li>• A good understanding of specifications, technical reports, engineering drawings and electronic / electrical schematic drawings.</li> </ul>
<b>Knowledge &amp; Skills</b>	<ul style="list-style-type: none"> <li>• Good written, interpersonal and customer presentation skills.</li> <li>• Highly organised; good project/time management skills.</li> <li>• Competent use of a computer and all standard office software Proficient command of the English Language and ability to produce a high standard of documentation and reporting.</li> <li>• Sufficient mathematical skills to undertake reliability and other statistical calculations.</li> <li>• Good people management skills, able to motivate individuals and the team to work within good QA principles.</li> <li>• Able to work using own initiative.</li> </ul>
<b>Location</b>	<ul style="list-style-type: none"> <li>• Sevenoaks, Kent</li> <li>• Occasional travel will be required to Guildford, Surrey</li> </ul>