POSITION TITLE: *Quality Assurance/Quality Control Specialist*
SUPERVISOR: *DreamBuild Program Manager*
STATUS: *Non - Exempt*

About Us

Founded in 1974, cdcb | come dream. come build provides safe, sanitary affordable housing to the citizens of South Texas, and is one of the largest non-profit producers of single-family housing for homeownership in Texas. cdcb is a multifaceted affordable housing organization devoted to utilizing collaborative partnerships to create sustainable communities across South Texas through quality education, model financing, efficient home design, and superior construction.

Our dedicated team members work to improve the lives of low to moderate families and individuals to grow wealth and improve families educational, housing, and financial security. We offer industry competitive compensation, excellent benefits with a five-decade old firm. cdcb is an inclusive and exciting work environment. We are looking for a knowledgeable and self-motivated individual to join our team.

Summary

As a QA/QC Specialist, you will be responsible for ensuring that cdcb's DreamBuild product meets the highest standards of quality. Plays a key role in the quality lifecycle by designing, implementing, and conducting comprehensive testing and inspection procedures, analyzing results, and collaborating with cross-functional teams to drive continuous improvement and ensure client satisfaction. Identify defects, implement corrective actions, and maintain compliance with State and local standards, contributing to DreamBuild's reputation for excellence and reliability.

Duties and Responsibilities

- Develop and execute test plans and test cases for all DreamBuild modules.
- Identify, document, and track defects.
- Conduct inspections of incoming materials, in-process production, and finished products.
- Verify dimensions, tolerances, and specifications using precision measuring and testing equipment.
- Collaborate with development teams to understand product requirements and specifications.
- Conduct audits and inspections to ensure compliance with quality standards.

www.cdcb.org
info@cdcb.org
(956) 541-4955
901 East Levee Street
Brownsville, Tx 78520

- Participate in quality audits and inspections. Analyze data and generate reports on quality metrics.
- Provide feedback and recommendations for process improvements. Assist in the development and revision of quality control procedures and standards.
- Assist in training team members on quality standards and procedures.
- Document inspection results and maintain accurate records.
- Identify and report defects or non-conformities in products or processes.
- Support the onboarding and training of team members on quality standards, inspection techniques, and product specifications, fostering a culture of quality awareness and accountability across departments.
- Analyze data on quality metrics, identify trends, and prepare detailed reports for management to aid in strategic decision-making.
- Maintain accurate, up-to-date records of inspection results and quality issues, ensuring traceability and transparency.
- Carry out additional duties as assigned

Required Qualifications, Skills and Experience

- Associate or Bachelor's degree in Engineering, Quality Assurance or Manufacturing.
- 2+ years of experience in quality assurance or quality control.
- Familiarity with QA/QC methodologies, tools, and processes.
- Strong analytical and problem-solving skills.
- Excellent attention to detail and organizational skills.

Supervisory Responsibilities
- N/A

Compensation and Benefits
- Salary $45,000 a Year– Based on Experience
- Bonus – Based on production goals met
- 100% of premium for health, vision and dental benefits paid by cdcb.
- Life Insurance
- 401K retirement plan (no match required)
- 16 paid holidays
- Vacation Days - Based on Length of Service
- Personal Days - Based on Length of Service

To apply submit resume, cover letter to: cescalera@cdcb.org

cdcb IS AN EQUAL OPPORTUNITY EMPLOYER

www.cdcb.org
info@cdcb.org
(956) 541-4955
901 East Levee Street
Brownsville, Tx 78520