



Quality Management Advisor

Job Type	Maternity Leave (with possibility of full time)
Discipline	Corporate Quality Advisor
Career Level	Intermediate level
Education	Post Secondary degree

About Drakken Inc.

Drakken is an oil and gas service company specializing in delivering electrical, automation and instrumentation services to the energy sector. Our veteran team of industry professionals has the experience and expertise to execute projects of any scope and setting.

From deserts to deepwater, we pride ourselves on our ability to manage every aspect of a project to create comprehensive solutions that minimize costs and maximize support and functionality. Whatever your service requirements may be, we have the dedication and depth to exceed expectations and not budgets.

Drakken's corporate culture is one that promotes innovation, collaboration and true integration of international teams and services. Its efficient and proactive leadership make it an organization that promotes opportunity and diverse experience. Our office environment is one that focuses on honesty and continual improvement, both professionally and personally, and drives excellence through motivational development planning and engaged management.

The Position

The Quality Management Advisor's primary focus is to ensure Drakken's quality management system (QMS) is being successfully implemented and conforms to both organizational and ISO 9001:2015 requirements. The Quality Management Advisor will work alongside the Quality Director to measure the performance and Drakken's integrated QMS and identify opportunities for improvement. The successful candidate will be a focused, computer savvy individual with management system expertise and strong communication skills.

Key Areas of Responsibility

- Develop and ensure conformance with Drakken's Annual Quality Management System Plan.
- Monitor, support, and continually improve the QMS procedures and documentation.
- Interact with functional team leaders to understand and optimize existing applicable QMS processes.
- Assist with the setting and document workflow/ procedures for all departments.
- Monitor effectiveness of the Quality Assurance process/ workflow.
- Plan and conduct annual internal quality management system audits.
- Provide Quality Management System training for Drakken employees and contractors.
- Ensure compliance with industry standards, regulatory, and safety requirements.

Success

Success in this role means achieving Drakken's annual quality goals through effective planning, execution, review and elevation of the QMS that underpins Drakken's business platform. It means working successfully with functional teams to optimize communication and clarity of corporate and Client requirements.

Job Requirements



Specific Knowledge, Skills and Abilities

- Must have previous experience in the planning, application, measurement and continual improvement of ISO 9001 system requirements (specifically ISO 9001:2015);
- Certified ISO 9001 Internal Auditor;
- Exemplary communication skills;
- Proven ability to identify recommendations and implement strategic and tactical improvement opportunities in management system;
- Must be a self-starter and work well independently as well as in a cross-functional environment;
- Excellent MS Office and Apple Suite (Keynote) capabilities;
- Experience with effective team facilitation and QMS coaching;
- Quality Procedural development and implementation an asset;
- Engineering or technical background preferred;
- ASQ Quality Auditor, Manager of Quality, or similar certification encouraged;
- Proficient technical writing skills; and,
- Comfortable with Apple products and paperless environment.

Special Conditions

- This position may require offsite travel to support international offices in their QMS implementation efforts.

Compensation

Drakken offers a very attractive compensation package that includes a competitive salary, performance based bonus structure, and a full benefits plan. Drakken has an open and team-oriented culture that focuses on communication, integrity, innovation and respect. Employees take pride in their work and are the single most important reason why Drakken offers superior customer service.

You should thrive in a fast-paced, entrepreneurially minded environment. The position requires multi-functional expertise and leadership skills along with the ability to communicate effectively.

Please submit your resume and cover letter to: careers@drakken.co