

TEST ENGINEER

JOB SUMMARY:

Responsible for conducting testing, inspection, and calibration of products. Primary Viveve contact with customers for technical issues related to the Viveve system.

BASIC JOB DUTIES:

- Conduct testing of incoming product in support of the Quality Assurance department.
- Provide support, testing, root cause analysis and troubleshooting to R&D and Engineering regarding potential design changes, enhancements, and new products.
- Assist quality and customer care with technical issues experienced in the field.
- Provide troubleshooting and technical assessment for systems in the field.
- Determine when RMA needs to be issued.
- Help ensure department systems and processes conform to FDA requirements for GMP/QSR and ISO13485.
- Maintain files and documentation thoroughly and accurately in accordance with company and departmental policies.
- Complete projects and tasks in a timely manner consistent with corporate objectives. Keep manager informed of changes in work schedule and/or workload.
- Ensure continuous improvement in the execution of duties.
- Support company goals and objectives, the Viveve Quality System, and FDA regulations.
- Promote and support a high-performing culture within the department.

SKILLS/QUALIFICATIONS/COMPETENCIES:

- Strong process improvement and project management skills.
- Knowledge of FDA GMP/QSR practices, systems and procedures is essential.
- Strong MS Office computer skills and QuickBooks experience.
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EDUCATION REQUIRMENTS:

- Bachelor's Degree in Engineering related field or the equivalent numbers of years performing testing and troubleshooting and repair in the Medical Device or other regulated Industry.

EXPERIENCE REQUIRMENTS:

- Minimum eight years of experience in testing and electronic repair in accordance with engineering specifications.

Salary range: \$60,000 - \$70,000

Viveve, Inc. is an equal opportunity employer.