

CENTER FOR WORKFORCE DEVELOPMENT

OZARKS TECHNICAL COMMUNITY COLLEGE

MISSOURI MANUFACTURING TECHNICIAN PROGRAM QUALITY AND SAFETY COURSE OULINE

100 CONTACT HOURS

\$3,000 per student

PROFESSIONAL DEVELOPMENT

HOURS: 10

Team Building

Employment Strategies

Computer Literacy:

- Working in Excel for Documentation
- Composing, Sending, and responding to emails in Outlook

SAFETY

HOURS: 45

OSHA 10 HOUR Objectives plus:

Work in a Safe and Productive Manufacturing Workplace

Perform safety and environmental inspections

Perform emergency drills and participate in emergency teams

Identify unsafe conditions and take corrective action

Provide safety orientation for all employees

Train personnel to use equipment safely

Suggest processes and procedures that support safety of work environment

Fulfill safety and health requirements for maintenance, installation, and repair

Monitor safe equipment and operator performance

QUALITY PRACTICES & MEASUREMENT

HOURS: 45

Participate in periodic internal quality audit activities

Check calibration of gages and other data collection equipment

Suggest continuous improvements

Inspect materials and product/process at all stages to ensure they meet specifications

Document the results of quality tests

Communicate quality problems.

Take corrective actions to restore or maintain quality

Record process outcomes and trends

Identify fundamentals of blueprint reading

Use common measurement systems and precision measurement tools

Hand Tools (*Nails, Screwdrivers, calipers, drills, etc.*)

Basic Math, including measurements and unit conversion

Introduction to Blueprint Reading:

- Read drawings to determine part hole sizes and locations, scales, title blocks, part section features, and fastener sizes
- Read multi-view drawings to visualize part shapes, identify features, and identify dimensions
- Interpret part dimension tolerances, geometric dimensioning and tolerancing (GD&T) symbols and frames, and datums