

Role Profile

Job Title: Quality and Inspection Lead

Department: Quality

Reports to: Quality Manager

Location: South Wales (hybrid), with regular international travel

About WRAS

WRAS (Water Regulations Approval Scheme) is an independent UK certification body for plumbing products and materials. We help businesses and consumers choose compliant products that protect water quality and safety.

Our approval mark is trusted across the industry. We certify products following rigorous testing in accredited laboratories and currently list over 13,000 product approvals and 3,500 material approvals in our public directory.

WRAS currently recognises 17 mechanical laboratories and 6 materials laboratories with premises in the UK, China, Italy, Germany, Netherlands and Denmark. All recognised laboratories are inspected before gaining recognition and are subject to surveillance inspections and interlaboratory trials.

Our parent company, Water Regs UK, promotes compliance with the water fittings regulations and byelaws - legal requirements that help prevent contamination, waste and misuse of the public water supply. Water Regs UK has a certification scheme for plumbing professionals and works closely with water companies who enforce this legislation.

Role Purpose

To plan & conduct inspections of ISO 17025 certified laboratories in accordance with WRAS requirements to enable laboratory recognition and to develop and maintain a quality assurance system for Water Regs UK.

Key Responsibilities

Laboratory Recognition Inspection (approx. 80%)

Plan, prepare, conduct, report and monitor laboratory recognition inspections in line with WRAS requirements, including quality systems and testing, through document reviews, on-site inspections and remote audits.

- Assess laboratory management systems, technical competence, methods, equipment, and personnel
- Evaluate measurement traceability, uncertainty, method validation, and quality control practices
- Identify nonconformities, observations, and opportunities for improvement based on objective evidence
- Review and evaluate corrective actions for adequacy and effectiveness

- Prepare clear, accurate, and timely assessment reports in accordance with internal and accreditation body requirements
- Maintain impartiality, confidentiality, and professional integrity at all times
- Manage own assessment schedule, travel arrangements, and reporting deadlines
- Communicate findings effectively to laboratories and internal stakeholders.
- Participate in witness assessments, peer evaluations, calibration activities, and technical meetings
- Maintain ongoing competence in assigned technical scopes and assessment methodologies
- Contribute to continual improvement of assessment processes and accreditation systems

Quality assurance (approx.20%)

To support the development and maintenance of a quality assurance system for Water Regs UK and ensure that their policies and procedures are in line with regulatory, certification and ethical standards

- To support Water Regs UK / WaterSafe successfully gaining and maintaining BS EN ISO/IEC 17024 for its approved contractors' scheme
- Interpret accreditation and scheme requirements and translate them into operational procedures
- Plan, conduct, and oversee internal audits to ensure system effectiveness
- Manage management review processes and ensure actions are implemented and effective
- Monitor certification activities for consistency, impartiality, and technical validity
- Oversee document control, records management, and change management processes
- Manage corrective actions, root cause analysis, and continual improvement activities
- Act as primary liaison for accreditation body assessments and surveillance activities
- Coordinate responses to accreditation body findings and monitor closure
- Support handling of complaints, appeals, and impartiality risks
- Provide quality-related advice, guidance, and training to certification personnel
- Support witness audits, scheme audits, and regulatory reviews

Qualifications and experience

- Lead assessor or auditor qualification
- Relevant scientific, engineering, or technical qualification aligned to assessment scope
- Practical experience in testing and/or calibration environments
- Experience working within UKAS accreditation frameworks and international standards, ideally with ISO/IEC 17024 or 17025

Key skills & competence

- In-depth knowledge of ISO/IEC 17025 or 17024 requirements
- Strong assessment planning, evaluation, and report-writing skills
- Good understanding of mechanical engineering processes, quality systems, and technical methodologies
- Ability to work independently from a home-based setting
- High level of organisation, time management, and attention to detail
- Effective communication skills, including cross-cultural engagement
- Proficiency in additional languages would be advantageous, especially Chinese, German, or Italian
- General IT proficiency including Microsoft office applications

Travel Requirements

- Willingness and ability to undertake regular international travel
- Valid passport and ability to obtain international visas

Working Conditions

- South Wales (hybrid)
- On-site internal and external audits within the UK and internationally
- Requires flexible working to accommodate different time zones

Benefits

- Competitive salary based on experience
- 30 days' holiday including bank holidays, rising to 33 days after 3 years' service
- Company pension scheme
- Company Health Insurance
- Hybrid working
- Ongoing training and development opportunities
- A supportive, close-knit team with real autonomy and impact
- Free on-site parking

Equal Opportunities

WRAS is an equal opportunities employer. We welcome applications from all suitably qualified candidates regardless of age, disability, gender identity, marital status, pregnancy or maternity, race, religion or belief, sex, or sexual orientation.