

# Quality System Intern

## for fastmoving Swiss high-tech company

Position: Quality System Intern  
Employment: 100 %  
Company: Bcomp Ltd., Fribourg, Switzerland  
Starting date: March 2024  
Duration: 6 months

### POSITION OVERVIEW

Bcomp Ltd. is a young and dynamic Swiss company specialized in the development and sales of natural fibre composite solutions for high performance applications. With a background in the sports industry, we are now focusing on establishing ourselves in the motorsports and mobility markets. We develop sustainable lightweighting solutions based on natural fibres in close collaboration with our customers, in a fast-paced and entrepreneurial working environment.

To support the company's current hyper-growth phase and further boost its market entry into large-scale Automotive, Bcomp is looking for a Quality system intern.

The person will be a part of the quality team and interact closely with internal and external stakeholders connected to the quality management system.

The position offers to manage quality system management projects and ensure Bcomp following of standards in very dynamic and innovative industrial context. The person will also closely work with the quality manager and quality system engineer to support all projects on going related to the re-certifications of the company(ISO 9001, ISO 14001 and IAFT16949).

### MAIN TASKS AND RESPONSIBILITIES

As a Quality Systems intern, you will be a key player by participating or directly manage improvement project for our quality management systems. Your primary responsibilities will include:

- Ensure the deployment of standardisation of the workflow and all procedure needed connected to quality team activities
- Ensure the deployment and consolidation of the process approach via supporting the management team and process owners on the documentation and structuration of the activities
- Drive systemic improvements within the quality management systems
- Support the consolidation of our documentation management software deployed
- Support for Internal and External Audit Management planification
- Develop planification for process review
- Collaborate with cross-functional teams to implement changes and enhancements

## QUALIFICATIONS AND PERSONAL QUALITIES

- MSc. in Quality management or equivalent, a speciality in QMS is a plus
- Knowledge of norms ISO 9001, ISO14001, IATF 16949
- Knowledge in documentation management and control processes
- Good verbal communication skills to coach the change and implement standards
- Ability to work autonomously, manage multiple tasks, and meet deadlines
- Excellent communication skills to convey complex information clearly
- Fluent in English; French, is a plus
- MS Office and standard IT tools
- Positive and proactive mindset

## ABOUT

We are a small, dynamic, international team working in a fast-paced, equal, and entrepreneurial environment. Each person takes responsibility for their work and contributes to a friendly work atmosphere with many laughs and a healthy appreciation for chocolate.

More information on [www.bcomp.ch](http://www.bcomp.ch)

Do you want to take part in the adventure of a young, fast-moving company, which is in full development in the automotive sector? Come on board and contribute to the development of our processes and products with your technical and practical knowledge and take part in the amazing working atmosphere of our company. We happily invite you, to send us your full application through:

[workwithus@bcomp.ch](mailto:workwithus@bcomp.ch)