Becoming a MedAccred Auditor

About the Performance Review Institute (PRI)

Established in 1990 by SAE International, PRI is a not-for-profit trade association and the world leader in facilitating collaborative supply chain oversight programs, quality management systems approvals and professional development. We provide customer-focused solutions designed to improve process and product quality, by adding value, reducing total cost, and promoting collaboration between stakeholders where safety and quality are shared goals.

PRI manages the global MedAccred program (medical devices), Nadcap program (aerospace) and the TPG (transportation and power generation) program. We help improve process and product quality through our program of quality assessment which are conducted by MedAccred auditors, and a key element in the program accreditation process. Our auditors are regarded in their respective industries as among the foremost technical experts in their field.

Prospective auditors are selected from applicants based on their education, technical background and experience in the related industry.

Benefits of becoming an auditor with PRI

Working for PRI as an auditor means working for a high-profile global company. Our 300 PRI auditors are considered elite in their field, based on level of education and years' experience. More widely, you will be associated with a highly respected, industry-managed organization with a history of commitment to quality excellence, and an ongoing dedication to the continual improvement of the medical devices, aerospace, transportation and power generation industries.

Exciting and challenging work – Our auditors report that **"**Exciting and challenging work" is the top reason for choosing to work for PRI. Our auditors work globally and interact with many suppliers, there is variety, they see and learn new ways of doing things, and discover innovative ways of achieving results.

Competitive Day Rate – Auditors are paid competitive day rates for trainee, auditor and lead auditor levels. Compensation is provided for travel and living expenses, with additional payments provided per training audit if you are designated as a Training Auditor. If audits are cancelled at short notice and PRI is unable to replace audits, compensation can be made to auditors for lost work to ensure fair remuneration.

Professional Development – Involvement with the PRI programs gives auditors the opportunity for ongoing professional development. Auditors may also become trainers of new auditor trainees, for which they will be awarded $100 additional compensation per training audit.

Managing your own schedule – If you are an independent contractor, you can set your own schedule, and work with PRI staff to determine the amount of audit work you are available to perform, and where and when you want to conduct audits. You also have the security of having your schedule (and income) confirmed months in advance, while remaining independent, enabling you to organize other activities at your discretion.

Travel the world – PRI performs audits worldwide, and auditors have the flexibility to select specific countries in which to conduct audits, affording them the ability to audit only in locations close to home, but also to explore other parts of the world.

Ongoing engagement with aerospace industry and leaders – Keep abreast of industry advancements firsthand, and influence through interactions with the industry's leaders. Stay at the cutting edge of technology by attending an annual auditor conference to learn about the latest technologies and hone your skills.

Online electronic auditing – PRI auditing is conducted via our eAuditNet electronic auditing system which means no paper-based reporting is required. Advice is also stored on eAuditNet for auditors, written by other auditors.

What the job involves

Training – Paid training, provided by PRI, relates to conducting audits using our approved audit criteria. Training includes a web-based self-study program, instructor-led training, and onsite training at a PRI-accredited supplier with a training auditor. During the first training audit you will observe an auditor performing the audit. For the second audit you will be an 'acting lead' performing the duties of an auditor.

Scheduling – Audit work will be scheduled for you based on when you are available and the countries you have approved us to schedule in. You will be responsible for planning your own travel to the supplier locations and back home, using a designated travel company. Based on an expense approval process, PRI will pay your airfare ticket and reimburse your hotel, ground transportation, and meals. Payment for conducting the audit, and reimbursement for expenses, will be made via electronic fund transfer into your bank account. Payment is deposited on average within two weeks within 30 days.

Pre-audit preparation – Ensuring adequate pre-audit preparation including contacting the company ahead of time to arrange an audit timetable and reviewing documentation provided by the company.

Conducting audit – Conducting the audit based on an industry-approved audit criteria including a review of the procedures, work instructions, training records and other documentation that evidences the competency of the company to meet customer requirements and observing real part processing through job audits to ensure that documented requirements are properly flowed down to, and implemented, on the shop floor. On average, audits take two to three days to complete.

Engagement – Holding regular meetings with the auditee during the audit for the purpose of transparency so that all parties understand the audit timetable and any findings identified.

Audit report submission – Electronically submit your findings back to PRI within three business days via eAuditNet, including an audit report to PRI staff in which any audit findings are clearly and logically documented. Task group members and PRI staff members will work with auditees to resolve those findings and determine any corrective actions.

Representation – Projecting a good image, acting professionally and adhering to the PRI values while acting as the PRI representative to our customers.

General requirements

To qualify to work as an auditor, applicants must meet several general requirements:

- Possess expertise in the technology
- Be willing to travel and conduct a minimum of 10 audits per year
- Written and oral proficiency in the English language
- Strong interpersonal skills
- Understand the role of an independent contractor and be willing to engage with PRI in this capacity
- Commit to preserving the integrity of the programs, maintaining strict confidentiality, and avoiding conflicts of interest
- Use own laptop to perform audit work.

How auditors are selected

All MedAccred Auditors undergo a rigorous scrutiny and evaluation by the industry personnel in the technology for which they are applying (see 'Notes' section). This process includes evaluation of background, training and experience against standards; interview(s); and, in most instances, trial audits prior to Task Group approval and selection by PRI as a consultant auditor.

Selection process:

- Core and Technical Requirements are established by Task Group
- Potential candidates submit an application via https://contractwork-eauditstaff.icims.com/
- Completion of a Technical Assessment
- Telephone assessment by PRI staff member
- Interviewed by Task Group
- Training audits
- Continual Monitoring through audit reviews

For more information

Contact:

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https://contractwork-eauditstaff.icims.com/
www.p-r-i.org

Notes

Decide your area of expertise in one or more of these specific technologies and apply online at https://contractwork-eauditstaff.icims.com/.

MedAccred (medical device) auditor positions:

- **Electronics** experience with printed boards, printed board assemblies, or cable and wire harness assemblies.
- **Heat Treating** experience in some or all of the following heat treating and/or brazing processes: steels, aluminum, titanium, heat-resisting alloys, brazing, carburizing and nitriding.
- **Plastics** experience in plastics injection molding, plastics extrusion molding and/or plastic mechanical assembly.
- **Sterile Device Packaging** experience in basic physical, mechanical and chemical properties of plastics and/or other materials, sterile device packaging, equipment and process validation.
- **Sterilization** experience in ethylene oxide or radiation (gamma and/or electron beam).
- **Welding** working knowledge in fusion, resistance and electron beam welding.