

AUDITOR AUTOMOTIVE

JOB PROFILE



Auditors Automotive IATF 16949:2016 have mastered the requirements of industry-specific regulations and volumes (e.g. ISO 9001, IATF 16949, QS 9000 Core Tools, VDA volumes) and are able to carry out audits in a process and risk-oriented manner. This includes, among others, the competent application of the "turtle model" and the risk-based way of thinking.



STRUCTURE OF THE COURSE SERIES



Note: Should it not be possible to provide the proof of practical experience prior to the examination, it is still possible to take the examination. In this case, participants who pass the examination will obtain the certificate with status „Candidate“. As soon as Quality Austria receives the proof of practical experience the certificate will be upgraded free of charge.

QMA
4 days
09-17 h

Auditor

COURSE

The course teaches participants the most important requirements, rules and standards, methods for preparing, performing and creating audit reports, and communication techniques for leading discussions and objectively presenting audit findings.

PREREQUISITES

Valid **qualityaustria** Certificate Quality Management Representative or Systems Manager (incl. thematic focus, e.g. focus on healthcare or on food); Environmental Management Representative or Systems Manager (incl. thematic focus, e.g. focus on energy) or Occupational Health and Safety Management Representative or Systems Manager or Quality operator or assistant or Risk Manager (incl. thematic focus, e.g. focus on health care) or Business Continuity Manager or Coporate Social Responsibility and Sustainability Manager or Food Safety Expert or Expert of Medical Devices Development, Manufacturing and Distribution or Energy Management Representative or equivalent EOQ Certificate

TARGET GROUP

Senior and junior managers who aim to evaluate, assess and improve management systems regardless of the type, structure or size of the organization.

CONTENTS

- ISO 19011
- Preparation of audits, audit questions, checklists
- Performance of audits
- Proper formulation of nonconformities and potentials of improvement
- Audit methodology
- Communication and questioning technique
- 2 case studies with solutions

QMAPV
1 day
09-17 h

SEMINAR
Preparation for the Auditor / Lead Auditor Examination (optional)

SEMINAR

The seminar provides candidates with optimal preparation for the auditor examination. The most important issues are explained in depth and targeted training is given.

PREREQUISITES

Attendance of the course QMA and/or QMAL

TARGET GROUP

This seminar is addressed to all persons who intend to take the Auditor or Lead Auditor examination within a foreseeable period and who wish to prepare themselves in a targeted manner with additional exercises.

CONTENTS

- Implementation of a multiple choice test comprising 20 questions
- Presentation of the group work in the plenary (one person per case study and group)
- Reflection and comment on the moderation, presentation and group results by the trainer



QMAP
1 day
09-17 h

EXAMINATION Auditor



The contents of the examination refer to the course QMA.

PREREQUISITES

- Qualification in accordance with the course QMA
- Valid **qualityaustria** Certificate Quality Management Representative or Systems Manager (incl. thematic focus, e.g. focus on healthcare or on food); Environmental Management Representative or Systems Manager (incl. thematic focus, e.g. focus on energy) or Occupational Health and Safety Management Representative or Systems Manager or Quality operator or assistant or Risk Manager (incl. thematic focus, e.g. focus on health care) or Business Continuity Manager or Corporate Social Responsibility and Sustainability Manager or Food Safety Expert or Expert of Medical Devices Development, Manufacturing and Distribution or Energy Management Representative or equivalent EOQ Certificate
- Written proof of 4 years of practical professional experience in a specialist or technical position, which includes problem solving, decision making and communication with other managers or stakeholders as well as organisation of a working group in operational processes
- Implementation of audit activities, which means performance of at least 4 complete system or process audits in the respective management field of 20 days in total (minimum 12 days on site) within the last 3 years before certification

FORMAT

The written examination consists of multiple choice questions. The oral examination consists of a simulated audit situation (role play) and an interview (2 technical questions).

AQMA
2 days
09-17 h

Auditor Automotive IATF 16949:2016



In this course, the specific requirements of IATF 16949 and the underlying basic requirements are dealt with.

PREREQUISITES

Valid **qualityaustria** certificates:

- Quality Management Representative in the Automotive industry
- Auditor

TARGET GROUP

Auditors, Quality Management Representative in the Automotive industry, employees responsible for project management and supplier development in the automotive and supplier industry.

CONTENTS

- The automotive-specific process approach
- Risk-based thinking
- Automotive-specific requirements for the audit process
- Relationship between IATF 16949 and core tools and/or customer-specific requirements

CERTIFICATE Auditor (according to the focused field)

On request: EOQ Quality Auditor, EOQ Environmental Auditor, EOQ Occupational Health and Safety Auditor, EOQ Social Responsibility Auditor

VALIDITY OF THE CERTIFICATE 3 years

CRITERIA FOR EXTENSION

- Proof in the form of a confirmation by the employer/contractor about at least 3 completed system audits in the respective field of at least 15 days in total (minimum 9 days on site) within the last 3 years
- Refresher course for Quality Managers and Quality Auditors in general (RQA) or with a free choice of main course focus or appropriate **qualityaustria** training.
- Quality Managers and Auditors with an additional automotive internal auditor qualification may alternatively attend the refresher course for Quality Managers and Auditors with focus on the Automotive industry (RQA-A).

AQMAP
1 hour

EXAMINATION Auditor Automotive IATF 16949:2016



The contents of the examination refer to the course AQMA.

PREREQUISITES

- Training in accordance with the course AQMA
- Valid **qualityaustria** certificates:
 - Quality Management Representative or Quality Systems Manager in the Automotive industry
 - Auditor
- Implementation of audit activities, which means performance of at least 4 complete system audits (of which at least 2 audits according to IATF 16949) of 20 days in total (minimum 12 days on site) within the last 3 years before certification.

FORMAT

The written examination consists of multiple-choice questions. Duration: 60 minutes

CERTIFICATE Auditor Automotive IATF 16949:2016

VALIDITY OF CERTIFICATE 3 Jahre

CRITERIA FOR EXTENSION

- Proof (e.g. letter from employer, interim certification, self-declaration) of 3 year of professional practice in the field of automotive management.
- Proof of about at least 3 completed system audits (of which at least 2 audits according to IATF 16949) of 15 days in total (minimum 9 days on site) within the last 3 years. Required information: information on audit date, number of audit days, company/area, standards and regulations e.g. by audit plans, cover sheet of audit reports.
- Refresher course for Quality Managers and Auditors with focus on the Automotive industry (RQA-A).