Embroidery Finishing & Quality Control Specialist

We're looking for a detail-oriented Finishing & Quality Control Specialist to ensure every order leaves our shop looking clean and accurate. You'll focus on final trimming, inspection, folding, packaging, and shipping prep for embroidered apparel and promotional products. This is a hands-on role in a clean, climate-controlled production environment where quality and consistency matter.

Schedule & Location

Full-time, Monday–Friday, 8:30 AM – 4:30 PM, with possible overtime during busy periods.

In person, Kent, OH.

What You'll Do

- Inspect finished embroidery for quality, placement accuracy, loose threads, and defects before orders ship.
- Trim backing material and loose threads from completed garments and items.
- Fold, bag, label, and prepare merchandise according to work order and shipping specifications (including drop shipments).
- Cross-check completed goods against work orders for correct design, colors, sizes, quantities, and special instructions.
- Sort, organize, and stage orders for packaging and shipment.
- Help keep the finishing and production areas clean and organized.
- Assist the embroidery team with related tasks (such as unpacking garments or basic prep) as needed.
- Identify and report quality issues so they can be corrected before orders leave the building.

What We're Looking For

Required

- Strong attention to detail and the ability to catch quality issues consistently.
- Ability to stand, walk, and move for an 8–10 hour shift and lift/carry up to 30+ lbs.
- Ability to follow written and verbal instructions and read work orders accurately.
- Basic math skills for counting and verifying quantities.
- Reliable attendance, positive attitude, and ability to work with a sense of urgency in a production setting.
- Ability to pass a pre-employment drug screen and background check.

Preferred (not required)

- Prior experience in finishing, quality control, warehouse, screen printing, or embroidery production.
- Experience folding, packaging, or preparing apparel/promotional items for shipment.

Why Join Us

- Clean, climate-controlled work environment
- Full-time benefits for eligible employees (medical, dental, vision; paid vacation and holidays; PTO)
- Employee discount on apparel
- Casual dress code (no uniforms)
- Opportunity to learn and grow with a team that values quality and reliability

Equal Opportunity

Sew & Sew Embroidery is an equal opportunity employer. We provide equal employment opportunities without regard to race, color, religion, sex, national origin, age, disability, or genetics, and comply with all applicable federal, state, and local laws.