

Lean Management Intern

Jūsų užduotys

Responsibility:

1.Data Analysis & Reporting

- Analyze and report MBC department KPIs data.
- Data analysis and visualization for projects' status, identifying areas for optimization and improvement.

2. Projects Management

- Support department projects (digital lean tools development and iteration.)
- Maintain and update MBC Communication platform.
- Lead and drive continuous improvement projects, including but not limited to standard work, visual management, 5S methodologies.

3. Team Administration

- Participate in team meetings and record meeting minutes.
- Organize and coordinate trainings and workshops.
- Execute tasks and provide support under the direction of the team head and colleagues.
- Order office material in CEOS and GR. Support reimbursement process, Etc.

Reikalavimai

- **Degree:** Bachelor or Master
- **Major:** Industrial Engineering, Data Science, or a related field.
- **Specialty:** Proficiency in English (reading, writing, and speaking) is essential; Knowledge in Low code application development; Knowledge in Microsoft tools, Power BI is preferable; Strong analytical skills;

Mes siūlome

- **Company Address:** No. 538 Dalian Road, Metro Line4/12 dalian road Station.
- **Working time:** 9: 30-17: 30
- **Commitment:** At least 3 days every week; At least 6 months.
- **Salary:** Bachelor: 18rmb/hour; Master: 22rmb/hour;

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