

Production CO-OP / Intern

工作职责

Co-op/Intern will be responsible to interact with all aspects of the plant operations and production activities and to assist in learning safety, production, quality, cost, and delivery. Identifying production issues, analyze root causes and derive resolutions. Learn and perform inventory management and report warehouse status to manager. Learn how to develop production plan and direct labor to ensure continuous operations. The goal for this co-op is to grow the incumbent's knowledge of Plant Operations and expand their knowledge in Manufacturing.

- Assist with providing hourly associates with the tools and resources necessary to work safely. Understand and provide accountability at the plant level with respect to safety rules and processes. Conduct root cause analysis and implement corrective actions to prevent safety incidents.
- Effectively communicate plant policies and procedures. Ensure compliance to plant policies and rules.
- Work with Area Managers to ensure associates receive the appropriate training including but not limited to safety training job certification/re-certification, and quality/safety alerts.
- Learn how to assign labor to efficiently produce high quality products. Implement and drive process improvements to increase productivity and OEE.
- Provide accurate record keeping and documentation to include but not limited to time & attendance systems, payroll, overtime management, training and process audits.
- Additional job duties as necessary to facilitate plant operation.

职位要求

High School diploma or GED

- Sophomore standing college/university courses working towards BS in Engineering, Business, Operations Management, Human Resources
- 3.0 GPA
- Ability to work 40 hours per week in the summer and a minimum of 10 hours per week during the school year.
- Experience with Microsoft Office (Word, Excel, PowerPoint, Outlook)
- Excellent communication skills
- Willing to learn new procedures and applications
- Able to work with minimal supervision



职位号码

REF751370

工作职能

制造运营与生产

所在地

马里斯维尔

法律实体名称

ContiTech USA, Inc.

我们可以提供

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