

High School Summer Intern Job Opening Opportunities



Rogersville, Tennessee

- Position title:** High School Summer Internship (2-4 openings)
- Length of Assignment:** 8-10 weeks beginning June 2017
- Departments:** Manufacturing Engineer Technical Support, or Lean Promotion (Six Sigma) Support at ZF TRW Rogersville, TN
- Reports to:** RBN Technical Lead, or Lean Promotion Officer, or Quality Manager, or Manufacturing Engineering Manager

Position Responsibilities for Rack and Ballnut Support Intern:

- ◆ Drive the OE Lean Transformation Plan for RBN Assessment and Next Steps.
- ◆ Lean Manufacturing Implementation in RBN including but not limited to, Cleaning station implementation, Process flow improvements, WIP station refinements.
- ◆ Data Collection, Segregation, Implementation and Administration of Overall Equipment Effectiveness in Finished Rack and Ball nut Manufacturing.
- ◆ Tracks improvements of Equipment Effectiveness.
- ◆ Conduct Statistical trials for Gauge R&Rs, Correlation Testing and minimal experiments for RBN Engineering Team.
- ◆ Trains auditors and operators in use of new gauging, equipment, and DMR systems.
- ◆ Designs and implements methods for sort and repair.
- ◆ Assists with location and identification of discrepant material.
- ◆ Contact suppliers appropriate internal departments, and outside services, providing technical link for disposition and corrective action of discrepant material and engineering changes.
- ◆ Performs analysis, disposition, and reporting on customer returns.
- ◆ Maintains communications with work center personnel, management, customers, and suppliers to resolve problems and facilitate continuous improvements.
- ◆ Performs statistical studies and analyses and write report and findings.
- ◆ Follows up with tech teams regarding status of improvement activities.

Position Responsibilities for the Lean Promotion Support Intern:

- Learn the Lean Six Sigma methodology, tools and techniques to reduce waste, streamline processes, and implement ZF-TRW global visual management standards throughout the facility including improving or introducing the following shop floor processes:
 - Colors – collaborate with quality dept to improve status
 - Global signage requirements – identify and erect
 - Shop floor markings – physical implementation of WIP locations

- Provide support for other lean manufacturing projects such as
 - 5S activities
 - Material flow improvements
- Establish professional working relationships with team members at every level of the business.
- Have an excellent knowledge of Microsoft Office applications
- Have an interest in lean manufacturing
- Possess excellent project management skills
- Opportunity to develop leadership skills with hands on training.
- Other duties as assigned.

Position Responsibilities for the Quality or Engineering Department’s Summer Intern:

- ◆ Works with Quality or Manufacturing Engineering and Technicians as follows:
 - To meet Quality or Manufacturing Engineering goals.
 - Identify and implement improvements in regards to quality or manufacturing.
 - Participate with and support engineering and manufacturing teams with technical expertise needed to resolve issues impacting our ability to provide a top quality product in the most cost effective manner.
- ◆ Communicate to others, as needed, to achieve assigned tasks.
- ◆ Ownership of work tasks and projects and meets deadlines.
- ◆ Generate reports (using excel) and collect data and keep paperwork organized, as required.

Qualifications for Students Applying:

- Applicants must be at least age 16 years as of May 31, 2018.
- Student status-rising Junior, or Senior (Rising Seniors Preferred).
- Student must be in good standing with high school (no discipline referrals in past school year).
- Successful completion of a high school math course (preferably Algebra I) with a B average.
- Students must provide a copy of their current high school transcript.
- Student must have positive recommendation for high school.
- Student must have an overall GPA of 2.5 or better.
- Averages no more than 5 days absence from school in the last school year.
- Student must pass drug test.
- Ability to provide own transportation
- Preferred - Career Readiness Certificate at Gold, Platinum or Silver Level.
- Preferred - Dual Enrollment while in high school at WSCC, TCAT Phipps Bend or Morristown.

Additional Skills, Knowledge or Abilities (non-physical):

1. Team Oriented
2. Computer skills in Word and Excel
3. Interpersonal skills that foster positive, proactive teamwork

4. Good Communication skills: written, verbal and presentation
5. Problem Solving skills/ability

Additional Skills, Knowledge or Abilities (physical)

1. Physical stamina to work (stand and walk) 8+ hours consecutively
2. Physical strength to lift and maneuver, occasionally, 25+ lbs
3. Physical agility to reach and climb
4. Willingness to travel occasionally, if needed

Shift Assignment: Day shift; 40 hours per week with the opportunity for occasional overtime.

Length of Assignment: Positions available to begin between May 30 and June 6, 2018 and will last 8-10 weeks.

Intern Position Pay: \$10 hr.

Preferred Candidates: While all interested and qualified students are encouraged to apply, these two assignments are an excellent opportunity for learning for the high school student who is college bound to pursue a BS engineering or technical degree.

Application for Intern Positions: Make application via e-mail resume to Wesley Smith, CTE Director Hawkins County Schools at: wesley.smith@HCK12.net

NOTE: Resumes are being accepted now through **April 20, 2018**. Interviews will be completed and offers made by May 18, 2018.