

Trainee/Internship Program Offer

(10336) Industrial Engineering & Quality Control – Reedsville, WV



Start Date: September 2022

Program Duration: 12 months

Compensation: \$8.65 per hour

Housing: cost free

Transportation: car lease paid by company

Number of Position Offered: 1

Host Company Description:

The host company is located in Reedsville, West Virginia, USA. The company was established in 1984 with the acquisition of The Modiglass Division of Reichold Chemical Company by a group of private investors. It has remained privately held from that time. The company manufactures fiberglass media for the following markets:

- Paint overspray filtration in painting applications
- Residential and commercial HVAC filtration
- Paint overspray filtration in painting applications
- Light diffusers for Daylighting Systems
- Lofted fiberglass reinforced polyurethane materials
- Railroad bag filters
- Roof ridge vents

Position Description:

The selected program participant will support QA manager in sampling plans, data collection and data review process. Additional duties will include:

- Periodic testing of samples for critical tests on rewinder machine. Data will need to be filed in excel or Minitab. Use of statistical tools may also be needed. Training may be provided on such tools if needed.
- Update Standard Operating procedures, product specifications and change request forms when necessary.
- Work on creating new video library as part of Intellectual property database. Record keeping and updating will also be required time to time.

- Perform all tasks required to create preventive maintenance schedule. Work with various departments (maintenance, manufacturing)
- Perform product testing like MERV testing, slit width, skin %, loft, compression etc. on new or existing EOC mats.
- Support CAD drawing work on plant expansion program. May need to support outside contractors for CAD work.
- Support other activities related to Quality Control System
- Support automation and upgradation of QA record keeping
- Database management – Key member of formulation database
- Support scrap reduction team in all capacities (monitoring, data collection, root cause analysis, cause and effect analysis etc.)
- Send out weekly updates on key quality metrics like scrap, machine downtime, line speed etc.

Applicant Qualifications:

- To apply for the **Internship** program, you must be an undergraduate student of **Industrial Engineering** OR a recent graduate starting the program within 12 months of graduation.
- To apply for the **Trainee** program, you must hold a bachelor's degree in **Industrial Engineering** and at least 1 year of work experience OR be a career professional of 5 or more years in related field.
- Applicants must speak advanced English
- Bachelor's in industrial engineering (graduated within last 12 months)
- Basic knowledge of Lean & Six Sigma Methodology
- Proficient with Microsoft Excel, Word and PowerPoint
- Minitab, AutoCAD, MS access database knowledge preferred.
- Excellent communication skills (written and spoken)

How to Apply:

1. Submit a professional resume with a professional photograph
2. Indicate availability dates (start and end dates)
3. Indicate this offer number and title