

Job Description and Duties

Position Title: Industrial Process Engineering Intern

Effective Date: Effective Date

Reports To: Sr. Lab Automation Engineer

Position status: Non-Exempt – Full Time/Part Time

Primary Function:

Essential Duties and Responsibilities:

- Evaluate current manufacturing practices and identify areas for improvement.
- Conduct time studies to establish standards for existing and new processes.
- Collaborate with cross-functional teams to implement process enhancements.
- Design control systems to minimize costs and address production issues.
- Perform cost-benefit analyses for process changes.
- Collaborate with lab personnel to understand current process issues.

Skills, Knowledge, Abilities:

Mental Abilities and Skills Requirements-

- Proficiency in Windows and Microsoft Office programs, to include Word, Outlook, Teams, and Excel
- Proficiency in gathering, analyzing, and representing data
- Programming experience a plus (e.g. Python, R, C#)
- CAD experience a plus

Knowledge Needed-

- Knowledge of Continuous Improvement methodologies and lean manufacturing principles
- Understanding of quality control metrics and best practices

Education and Certification:

Education/Experience Requirements-

- B.S. in Industrial Process Engineering or related field

Physical Requirements:

- Must be able to sit or stand for up to eight hours per day.
- Occasionally required to lift up to 20 lbs.
- Regularly required to sit, stand, bend, reach and move about facilities.

Work Environment:

VANCOUVER OFFICE - Most work will be performed in an office. However, this position may require some traveling and working between locations. Workweeks usually consist of 40 hours.

LAB POSITIONS - Most work will be performed in the lab. However, this position will require some traveling and working between locations. Workweeks usually consist of 40 hours.

Office Environment-

- Several common areas and meeting rooms for collaboration.
- Large windows which let in natural light during working hours.
- Fully equipped break room and bathrooms.

Lab Environment-

- Noise levels vary based on flow of business.
- Most floors are tile or concrete - individuals may stand for extended periods of time on these surfaces.

Tools and Technology:

- Desktop computer and laptop
- Scanners and printers

Hazards:

- Work is performed in an office environment, full manual dexterity and visual acuity required. However, access to the laboratory may be necessary and therefore employee may be exposed to potential physical harm from hazardous chemicals, infectious diseases, blood-borne pathogens, toxic materials, toxic gases, electrical hazards, dangerous tools, and equipment.
- Hep B Vaccination provided at no cost to employee.

Disclaimer:

The above statements are intended to describe the general nature and level of work being performed by associates assigned to this classification. They are not to be construed as an exhaustive list of all responsibilities, duties, and skills required of personnel so classified. All personnel may be required to perform duties outside of their normal responsibilities from time to time, as needed.

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