



Job Title: Process Engineering Intern

Scope :

The Process Engineering Intern will work for 6 months, 10 - 20 hours per week through the school year and 40 hours per week through the summer to help implement process improvements, streamline documentation and complete projects. Duties include review of document control processes, updating and streamlining document change, monitoring overall process performance and developing solutions to a broad range of technical issues. The Process Engineering Intern will collaborate across the organization on efforts involving document control, customer change processing, top quality and continuous improvement.

Duties and Responsibilities:

- Work collaboratively in a team to document and implement improvements
- Collaborate with program mentors and champions to identify best methods for automating and controlling processes and documentation
- Utilizes a structured engineering approach to deploy best practices for process control
- Initiates and/or updates documentation of processes into work instructions and training guides
- Provide regular (weekly) updates to Engineering, Production and leadership teams
- Compares existing manufacturing practices with external benchmarks and industry best practices and proposes appropriate improvements. Interest in learning Forging industry standards
- Leads projects to resolve production document control, capacity and technology capability issues
- Participates in internal process reviews to ensure compatibility of prints, process and understanding of customer requirements to meet customer needs

Essential Knowledge and Skills:

- Requires ability to read and interpret engineering drawings and specifications
- Project management and structured problem solving with the ability to make data-based and ethical decisions

- Eagerness to learn quickly
- Capability for designing and analyzing experiments utilizing statistical tools
- Excellent communication and interpersonal skills including strong verbal, writing and presentation skills
- Ability to lead and participate effectively in cross-functional teams

Education and Experience:

- Current college sophomore earning Bachelor's degree in engineering
- Experience in applying engineering concepts to solve problems.

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