

## INTERNAL VACANCY

**Position:** Junior Industrial Engineer

**Department :** Manufacturing (Cape Town)

### **The Job**

The successful graduate will be exposed to all aspects of Industrial Engineering. This position requires an individual who has the ability to improve efficiencies of procedures for their respective departments. The key function of the role is to support the manufacturing team with collecting and analysing data. The role is intended to be a support function to the Production Manager to whom you will report. You will be responsible for various project management related tasks as well as driving optimisation type initiatives within the Company.

### **Key Performance Areas**

- Provide support to the Production Manager with planning and scheduling of projects, as well as general project administration (drafting Project plans, SOW, Gantt charts, etc)
- Document and monitor project timelines, milestones and objectives
- Data preparation and analysis
- Time and motion studies
- Process mapping, value stream mapping, cause-and-effect analysis
- Presenting a business case for solutions through systematic reasoning and application of sound engineering judgement
- Compilation of KPIs for our projects and our business
- Scheduling and planning of continuous improvement initiatives
- Product optimization and machine configuration
- Facility design with special focus on manufacturing design including layout- and operational design
- Resource allocation
- Waste elimination
- IT systems
- Design problem specific solutions with optimal profit and expected quality
- Drive analysis and problem solving on your own
- Provide reliable technical and other information to the Production Management team

### **The Person**

**Qualifications, Experience, Knowledge and Personal Attributes:** The successful candidate should have the following -

- Industrial Engineering degree or other suitable university degree having majored in Industrial Engineering and/or a post-graduate Industrial Engineering diploma (essential)
- Good knowledge of Industrial engineering techniques
- Good organisational and planning skills

- The ability to work on multiple projects at one time in a logical, systematic and methodical manner
- The ability to work under pressure and to meet deadlines
- Attention to detail and accuracy with strong analytical abilities
- Advanced computer literacy in the following:
  - MS Word
  - MS Excel
  - MS Powerpoint
  - JDE (advantageous)
- Excellent communication and presentation skills (both written and verbal) with the ability to get on with people at all levels both within the organisation and outside
- A high level of numeracy
- Self-motivated with a decisive personality who is creative, quick thinking, independent, yet team oriented
- Scenario planning
- Process modelling
- Project management
- Ability and willingness to travel both locally and internationally

**Closing Date** : Friday, 17 October 2014

**Applications to** : Ronel Pietersen, Human Resources Department  
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(Please include a copy of your CV with your application)