

JOB OPPORTUNITY NOTICE

DATE POSTED: March 28, 2018
DEPARTMENT: Manufacturing Engineering
JOB TITLE / CLASSIFICATION: Co-op Student
RATE: Hourly
NUMBER OF POSITIONS: Two (2)

POSITION OVERVIEW:

This Co-op position will work together as part of our team to develop skills through a learning process while assisting our various department on a number small project and designated in-plant duties. Data collection, analyses and suggesting improvement, is a key function of this role. Specific work will be selected based on the candidate's experiences and area of interest, as well as current project requirements within the engineering department.

QUALIFICATIONS REQUIRED:

- Currently enrolled as a third or fourth year undergraduate student in an accredited post-secondary mechanical engineering program
- Theoretical knowledge of product/machine design techniques, practical experience is a benefit
- Theoretical knowledge of manufacturing processes (Progressive Stamping, Hydroforming, Robotic Welding, CNC Machining), practical experience is a benefit
- Knowledge of CAD software (CATIA, AutoCad, Solidworks),
- Strong verbal, written, and presentation skills
- Strong technical and computer skills, specifically in Excel and PowerPoint
- Ability to multitask effectively and have good time management skills

RESPONSIBILITIES / EFFORTS / WORKING CONDITIONS:

- Perform ergonomic evaluation of work stations (cycle time analysis, work flow analysis)
- Evaluate and identify best paths for internal material flow
- Participate in the design of various mechanical parts/ tools
- Support Deco's Jr/Sr Manufacturing Engineers in their duties
- Keeping appropriate records of all pertinent work being assigned
- Assist in development of engineering department procedures related to design and electronic design database. Maintain strict adherence to company and engineering department regulations and procedures
- Participate in Continuous Improvement and assists in it's implementation on an ongoing basis
- Work with minimal supervision
- Work within the guidelines of the Deco Associate Handbook
- Ability to lift and carry up to 35 lbs
- Ability to work in an industrial manufacturing environment
- Ability to work, on occasion, outside standard working hours (weekends, off-shifts)
- Ability to use industrial assembly equipment (when instructed)
- Demonstrate the ability to work effectively within a Team Environment and be a positive contributing member of that team in solution development and implementation
- Other duties as may be required

SAFETY PERFORMANCE REQUIREMENTS:

- Accepts personal responsibility to plan and conduct their work safely in compliance with the Occupational Health & Safety Act as well as company policies and guidelines
- Responsible for good housekeeping in your area

CLOSING DATE FOR APPLICATION:

May 2nd, 2018

REMARKS:

**A detailed resume MUST be included with application to be considered for the position
Completed applications must be returned to the Human Resources department**