

ENGINEERING INTERN JOB DESCRIPTION

Job Title:	Engineering Intern
Department:	Operations
Reports To:	Production Manager, Engineering Manager, and Engineers
Div./Group:	Solvay - Winona, MN

KEY RESPONSIBILITIES:

The Intern will be responsible for:

- Assisting engineers in investigating production issues.
- Assisting engineers in the updating of bills of materials.
- Retrieval and filing of production packets and certification records.
- Assisting engineers with procedures and trouble shooting of test lab equipment (mechanical, analytical, and thermal).
- Test data population and analysis.
- Verifying test methods and manage loading into quality system.
- Generating plant quality and safety alerts.
- Working with engineers to update machine work instructions.
- Assisting with managing non-conforming material and working with planning/purchasing to scrap material
- Projects as directed by Production Manager, Engineering Manager, and engineers.

KEY X'S (Must Have):

Which key success attributes must the candidate possess to be successful? e.g., behavioral skills, Solvay values and competencies.

- Safety- first mentality
- Self-starter, must work well as support group leader in cross functional group
- Good communication skills, including oral, written and computer generated reports
- Computer literate. Must demonstrate ability to retrieve, manipulate and report data in applicable software systems
- Troubleshooting. Must be able to trouble shoot mechanical and analytical equipment as well as software systems.
- Ability to follow, without deviation, written and oral instructions
- Ability to perform all aspects of the job with the highest degree of accuracy
- Must be self-driven, motivated
- Must be able to perform several tasks at once
- Must show the ability to learn and grow with the position
- Must be able to make decisions/solve problems based upon knowledge gained through past experience
- Critical Thinking. Must be able to logically analyze test results and check for errors.

EDUCATION "REQUIRED" (Must Have):

High School Degree or Equivalent. Must be admitted into the Engineering Program

EDUCATION "PREFERRED" (Additional):

Classroom education in chemistry, composites and/or materials science is a plus.

KEY MEASUREMENTS FOR THIS POSITION:

- Relationships built with site personnel.
- Understanding of products and capabilities.
- Support of new product introductions as needed with targeted customers and others as needed.
- Support of Site's vision and mission.
- Supports Site's safety policies and practices.

SHORT-TERM CHALLENGES FACING THIS POSITION (first 60 days):

- Understanding the product portfolio, quality and business systems.
- Developing an understanding of the multiple activities at various customers and programs and their needs from products.
- Meeting and developing working relationships with key personnel.
- Provide immediate support as needed for quality initiatives, potential material qualifications, and other new product introductions.

PROFESSIONAL GROWTH POTENTIAL/CAREER PATH

This is a temporary position with full time hours during the summer and a target of 15-20 hours during the school year. We are flexible with class schedule.

HOW MUCH TRAVEL IS EXPECTED? 0-5%

To apply, contact:

John Geldernick , Composite Materials, Production Manager

M (507) 369-3005

T (507) 452-8058

or email HR dept: joellyn.edgerton@solvay.com