

*Job posted on 2013-04-24 by matthew.thompson; posting expires on 2013-06-01*

**Employer:** Simonton Windows

**Position:** Production Intern

**Job Description:** Part Time, Internship,

The Intern will have the opportunity to gain exposure in manufacturing environment. This position will primarily assist in gathering and tracking data for a wide variety of plant metrics including daily/weekly tracking of turnover metrics throughout the county.

This position is responsible for developing, leading and executing in the following areas:

- Gather and track daily/weekly data on temporary turnover by facility, shift, supervisor and department.
- Perform audits to verify training processes are being followed.
- Assist with focus groups conducted with temporary associates.
- Update and maintain weekly staffing charts
- Gather and Track weekly performance metric for functional areas
- Analyze data to determine trends
- Assist in tracking incentive programs

**Qualifications:** The successful candidate will have the following attributes & characteristics

- Solid business acumen with the ability to present information that is on target with the needs of business decision makers.
- High degree of integrity and professionalism

**Perferred Major(s):** Accounting; Associates Degree - Business; Management; Marketing;

**Application Instructions:** For information, call (800) SIMONTON (1-800-746-6686) or visit [www.simonton.com](http://www.simonton.com).