



JUNIOR INDUSTRIAL ENGINEER

This job posting is funded through the [Canada Summer Jobs program](#). Candidates must meet the following requirements of the program to apply: between 15 and 30 years of age (inclusive) at the start of employment; is a Canadian Citizen, permanent resident, or person on whom refugee protection has been conferred under; *and* is legally entitled to work according to the relevant provincial / territorial legislation and regulations. International students are not eligible. Recent immigrants are eligible if they are Canadian Citizens or permanent residents.

POSITION SUMMARY:

Supervised by the Sr Performance Improvement Specialist, the Jr Industrial Engineer serves as a member of the Performance team. This role will focus on assisting with the quality improvement projects identified internally within TransForm by providing support with education, planning, development and implementation of process improvement tools and strategies within a health system shared service environment.

The Junior Industrial Engineer will be mentored through daily guidance and mentorship to create a focus on personal goals, and necessary skills relevant to the job requirements.

WHAT YOU'LL DO:

- Assist and support various quality improvement projects with meeting minutes, electronically documenting process maps, research and file generation
- Observe, research and present potential lean methodology to improve and streamline processes for newly identified projects within the organization
- Generate reports as required
- Generate data collection and analysis as required
- Positive interactions to support a collaborative culture with all departments
- Generate the creation of educational tools and resources

MUST- HAVES:

- Students currently enrolled in; science, technology, engineering and mathematics (STEM) and information and communications and technology (ICT) or business programs
- Excellent knowledge of databases, and Microsoft office programs
- Experience working with members of the public or in an office environment is an asset
- Must meet the Canada Summer Jobs requirements as listed above
- Must have the ability to work from home using a personal computer and smartphone

Company: TransForm Shared Service Organization

Location: Windsor-Essex County, ON

Posting Period: April 28, 2021 to May 5, 2021 closed at 4:00pm

Employment Type: 35 hours per week for 8 weeks

Scope: Internal & External

Conditions: Current business reference checks, vulnerable sector police clearance, and immunization medical clearance



OTHER CONDITIONS:

- Minimal exposure to disagreeable conditions typical of an office position: exposed to stress and pressure associated with multiple priorities and deadlines
- Must be able to travel within the Southwestern Ontario area, when required
- Must be able to work evenings and weekends, when required

ABOUT US:

TransForm Shared Service Organization, a non-profit, unique, innovative, results-driven organization founded by hospitals in the Erie St. Clair region. Our services include: information technology and information management support, sourcing and contract management, purchasing and logistics services, as well as project management. Our Mission is to deliver exceptional service and create new innovative ways to support the health system by enhancing value and improving patient outcomes. If you are service oriented, dedicated to exceeding performance expectations and interested in reaching your full potential, TransForm is for you! We welcome and appreciate your interest in our organization.

Want to know more about TransForm? Visit our [website!](#)

TEAM BEHAVIOURS:



HOW TO APPLY:

- ✓ Please email a copy of your cover letter and resume to HR@transformssso.ca.
- ✓ Reference the job and where you found the job posting in the subject line of the email.

TransForm is an equal opportunity employer and is committed to fair and accessible employment practices that attract and retain employees. Upon request, accommodations for disabilities will be provided to support participation in all aspects of the recruitment process.

By applying to this position, you are confirming you possess a Canadian citizenship or a permanent resident status or work permit.

We thank all applicants for their interest. Only those selected for an interview will be contacted.

TransForm is currently not accepting applications or solicitation from recruitment agencies. Thank you for your cooperation.

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