



**Specification Rubber Products, Inc.**

## **Engineering Intern** *at Specification Rubber Products*

**Position Level: 2**

**Reports to:** Continuous Improvement Manager

### **General Job Qualifications:**

The ideal candidate is pursuing a degree in **Industrial Engineering, Materials Science, or a closely related engineering field**, with a strong interest in gaining hands-on manufacturing experience and a passion for optimizing processes in a real-world production environment. This individual should possess excellent written and verbal communication skills, along with proficiency in Microsoft Excel, SharePoint, Power BI, and the Microsoft Power Platform (preferred). Strong interpersonal skills and the ability to collaborate effectively across multiple departments are essential, as well as a high level of attention to detail and accuracy. Knowledge of time studies and the application of work standards is considered a plus.

### **Essential Duties and Responsibilities:**

- Observe and evaluate current work processes and procedures to assess the current state and identify opportunities for improvement related to quality, cost, safety, and delivery.
- Assist in conducting time studies and applying standard work principles to support process efficiency.
- Support the implementation of continuous improvement projects and assist with designing and executing process improvements.
- Collect, input, and analyze data related to Key Performance Indicators (KPIs) for internal use by management and staff.
- Maintain existing reports, including scrap and production reporting.
- Develop and support visual management systems across departments.
- Assist with digitizing specifications and improving document accessibility.
- Conduct process parameter audits to ensure consistency and compliance.
- Adhere to all plant policies, safety guidelines, and operational rules.
- Perform other duties as assigned.

*Specification Rubber Products is an Equal Opportunity Employer committed to providing equal employment opportunity in all employment practices. Specification Rubber Products will not discriminate against any applicant for employment because of their race, color, religion, sex, national origin, age, disability, veteran or service member status, marital status, or any other category.*