

MADE SMARTER Digital Technology Internship Placement

Programme Information:

'Made Smarter' is a government funded programme, matching your expertise, skills, and insight to help North West businesses implement digital tools. You will be working on a live project while gaining valuable experience for your C.V.

Placements are open to 3rd and 4th Year Undergrads, MSc, and Postgraduate Students

Placement Information

Job Title:	Post-implementation roll out of a shop floor data collection system Reference: 9325Z
Business Overview	<p>Building on a reputation for quality and service dating back to 1888, especially for home cooked meats, the company still manufacture the finest full muscle products, surpassing the quality of competitors whilst keeping the price comparable.</p> <p>They work closely with all their customers to provide a bespoke service enabling their business to offer unique products to their exact specifications. They do this by combining traditional methods and recipes which have been passed from generation to generation with new technology and ideas. They have a large and varied customer base, mainly operating in the food service industry, and also have their own factory shop brand and store locations.</p>
Location:	Wigan, WN3 4HX
Number of posts:	ONE
Job Description:	<p>Project Overview:</p> <p>The company has started an extensive project to digitalise it's production management system, including full end to end stock control. Future plans to continue digitalisation across other departments, areas and applications.</p> <p>The internship project will focus on the post-implementation roll out of the shop floor data collection system and completing/closing out any snagging issues.</p> <p>The work plan:</p> <ol style="list-style-type: none"> 1. Company and system induction: Introduction to the company processes, staff, production processes, and working arrangements. Overview of the new shop floor data system, progress to date, objectives of the system, and key contacts. 2. System training Internal trainer complete system training with intern, including introduction to key contacts at technology provider. Review system documentation provided by technology provider.

	<p>3. Review current list of outstanding actions and create action log Collate any known snagging issues, feedback from operators, and populate an action log. Output – action list to be approved by line manager.</p> <p>4. Prioritise / categorise and create project plan Review the action log, prioritise and categorise each action, assign owners. Estimate time for completion with each action owner and create project plan. Output – plan to be approved by line manager</p> <p>5. Coordinate the activities to complete the project plan Complete actions, coordinate action owners, and liaise with supplier as required to complete the activities in line with the project plan.</p> <p>6. Report on progress Own and manage the weekly reporting of progress to company leadership.</p> <p>7. Complete handover document Handover document to describe outstanding actions and identify owners to continue progress after the internship is complete. Present a summary of the internship to leadership team, including recommendations for the future on this project and more generally.</p>
<p>Expected areas of knowledge:</p>	<ul style="list-style-type: none"> • IT Infrastructure networking • Knowledge of TCP/IP network topology and diagnostics – hardware connections, ping, DNS. • In depth knowledge of Windows OS configuration options • Confident, Self-motivated and disciplined and ability to learn quickly and accurately. • Business acumen and robust understanding of data/advanced data analysis • Can be an effective trainer with excellent presentation skills. • Use of Windows 7 and above • Experienced with MS Office (Word / Excel / PowerPoint) • Natural outgoing personality • Well organised with good prioritisation skills • Excellent communication skills both written and verbal - can communicate effectively with technical and non-technical team members and customer representatives, and across teams. • Takes ownership of his/her task and sees it through to completion • Excellent IT skills • Assisting Process Mapping and Continuous Improvement to aid streamlining the delivery process
<p>Salary:</p>	<p>£12.00 p/h (£5,760 per placement)</p>
<p>How to apply:</p>	<p>By email to the Organisation and Workforce Development team at Made Smarter : ruth.hailwood@growthco.uk jude.honeyman@growthco.uk Michael.hayes@growthco.uk</p>
<p>Placement Start Date:</p>	<p>ASAP</p>
<p>Duration of Placement:</p>	<p>480 Hours on a full-time, part-time, or flexible schedule</p>

Additional Info:	<p>You will be required to register your interest in a Digital Technology Internship with Made Smarter on our website at: www.madesmarter.uk</p> <p>C.V's can be uploaded at the point of registration or forwarded directly. Your details will be stored to allow us to contact you for any future suitable opportunities.</p>
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