Job Title: Operations Engineering Intern
Location: Orem Headquarters Offices
Reports to: VP Operations
Wage Category: Part-Time, Temporary; 20 hours/week
Wage: $13 - $14/hour

Job Statement
The role of an Operations Engineering Intern is to support manufacturing in engineering matters. This will include identifying and diagnosing issues for a defined project, finding solutions, and implementing a change resolving those issues.

Essential Functions
• Collect, evaluate, and present data
• Communicate between applicable parties and departments
• Assist engineers in formulating tests, evaluating plans and procedures, and executing problem solving activities
• Write technical reports, business correspondence and procedure instructions/manuals
• Other tasks as requested

Minimum Job Skills, Experience and Requirements
• Two to four years school or related experience and/or training in science or engineering
• Must be able to read technical work instructions and operational procedures written in English
• Must be able to write in a professional manner, being scientifically accurate
• Must be able to effectively present information and respond to questions from groups of managers, clients, customers, and vendors
• Must be skilled in defining problems, collecting data, establishing facts, and drawing valid conclusions
• Must have basic math skills and working knowledge of Microsoft Office

Preferred Experience
• Working knowledge of solid model design software; ability to generate drawings
• Experience in device manufacturing
• Validation experience