

Not just “DO” job, but “Think” when doing job

Job Improvement workshop (On-line)

★ Conduct job while considering improving effectiveness and efficiency

- ◆ Improving effectiveness and efficiency enable salary raise
- ◆ Define value of job from customer point of view, and identify low value tasks within a job
- ◆ Scientifically analyze job, improve job following principles



Feature of WS

- ◆ Experienced Vietnamese Trainer will conduct the course
- ◆ The training result report containing test and practice result will be sent to participating company after the course

□ Overview of the course

Day 1 (09th September)

1. Employee's role of job improvement

Lecture: Better performance is source of salary raise. Clarify valued/ non-value/ necessary evil tasks

Practice: Classify valued/non-valued.. tasks

2. Job analysis

Lecture: Scientifically analyze job by Muri-Mura-Muda, 7wastes, Flow process chart, SIMO chart...

Practice: Practice Job analysis

3. Techniques for job improvement

Lecture: Conduct improvement based on principles (Therblig, motion economy, ECRS...)

Practice: Suggest improvement idea

Day 2 (10th September)

4. Steps for job improvement

Lecture: Logically conduct job improvement following steps

Practice: Conduct job-improvement following steps

5. Standardize job

Lecture: Standardize job for everyone can do the job at the same high result toward enhancing organizational ability

Practice: Practice standardizing job

6. Summary of workshop

Lecture: Everyone can improve performance when do the same thing again and again. Kaizen is not experienced but change the job.

Practice: After workshop test, survey, action plan

□ Workshop information

Lecturer

Vietnamese professional (in Vietnamese)

Date & Time09th & 10th , September, 2021, 08:30 AM ~ 05:00 PM**Fee**

4,150,000VND/pax (not include VAT)

* fee to be applied for on-line workshop

Way of holding WS

On-line

Please contact us now!

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