

Analyze tasks using IE tools to find opportunity for performance improvement

Kaizen- Job Improvement

★ 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: 11 th Jan (HCM), 22 nd Feb (HN)	Day 2: 12 th Jan (HCM), 23 rd Feb (HN)
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	4. Steps for job improvement Lecture: Logically conduct job improvement following steps Practice: Conduct job-improvement following steps
2. Job analysis Lecture: Scientifically analyze job by Muri-Mura-Muda, 7wastes, Flow process chart, SIMO chart... Practice: Practice Job analysis	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
3. Techniques for job improvement Lecture: Conduct improvement based on principles (Therblig, motion economy, ECRS...) Practice: Suggest improvement idea	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 & Time

Ho Chi Minh: 11th & 12th, January, 2024, AM 08:30 ~ PM 05:00
 Ha Noi : 22nd & 23rd, February, 2024, AM 08:30 ~ PM 05:00

Fee

Offline: 5,100,000VND/pax (include lunch, not include 8%VAT)
 Online: 4,700,000VND/pax (not include 8%VAT)

Way of holding WS

Will be informed about 1 week before the WS date (Offline or Online)

Please contact us now!

International Management Training & Consulting

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