

EE Cordinator & Communication

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Company: Faurecia

Location: Morocco

Category: educational-instruction-and-library

Job Description

Description :

The role of a Plant Employee Empowerment Coordinator is to coordinate the implementation of Employee Empowerment (EE) in the following areas: organisation, management of performance and development of autonomous teams. The main missions of the role are to:

Act as EE reference in the plant

Provide plant with EE standards

Support management in the building and deployment of plant EE strategy

Support management in the implementation of EE tools

Conduct workshops

Coach supervisors, managers, GAP leaders

Review progress with Management & make proposals to remove roadblocks

Review progress with Division EE & communicate on Best Practices and difficulties

Communication :

- Develops and implements the internal communication strategy and plan ;
- Supports the implementation of communication actions and the dissemination of materials

(internal notes, company diary, welcome booklet, company charter ...) ;

- Ensures the smooth flow of information internally by making available to the relevant departments the information they need at the appropriate time ;
- Designs and develops internal communication tools (newspapers, events, etc.) ;
- Ensures the drafting of the internal journal, in consultation with the commission responsible for its development.
- Ensure compliance with the HSE rules and report information in case of non-compliance with them.
- Contribute to the respect of the FES standard
- Respects the provisions of the code of ethics and the management code in the performance of its duties

Qualifications :

The ideal candidate will have/be:

Industrial experience (automotive industry and lean manufacturing a plus): production management

Drive, commitment and energy, ability to sell and convince

Excellent interpersonal and planning skills, pro-activeness

Tenacity and focus on details

Minimum bilingual (English required)

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