



Position Title: Continuous Improvement Co-op
Department: Global Service – Digital Service
Report To: Global Director, Sales - After Sales Services

Join the Winning Team at ATS Automation, a great place to automate your future! Take your place among the best in the business and grow your career with the Global Service division at ATS Automation. Join an environment where a passion for innovation is combined with an uncompromised commitment to quality. We attract some of the most talented and motivated individuals from a range of fields, with our global offering and growth opportunities as we expand on a global scale.

MAJOR DUTIES:

This individual will work with the ATS Engineering team to assist with developing of data gathering and analysis tool for all Engineering KPIs, and creation of processes/procedures for Sales as well as support other initiatives as defined by the Global Director of Sales.

SPECIFIC RESPONSIBILITIES:

- Responsible for accuracy of department dashboards (Jira, Salesforce, Excel)
- Work with Global Director of Sales to develop business tools aimed at streamlining how we gather, analysis and publish weekly and monthly engineering metrics
- Working with Global Director of Sales and the Key Account Service Leaders (KASLs) to implement tools/templates
- Work with Global Director of Sales and ABM (ATS Business Model) Specialist to support Problem Solving, Kaizen and other Continuous Improvement Activities.
- Work with Engineering Administrator and Management Team to Develop Content for the new Engineering SharePoint Site
- Gather and publish data on a weekly & Monthly basis for all KASLs
- Find patterns in data by analyzing trends to highlight where the biggest issues arrive
- Document process and procedures for Sales
- Support the develop and delivery of Sales Training Presentations

OTHER RESPONSIBILITIES:

- Under direction of Global Director of Sales, assist in preparing detailing packages for sales
- Work with KASLs to identify any improvements
- Support Sales Goal Deployment Projects and strategic initiatives
- Preparing Monthly Sales Funnel Opportunities Presentations from Salesforce

QUALIFICATIONS:**Education:**

- Successful completion of at least 2 semesters from a college or university in Mechanical Engineering, Mechatronics Engineering, Business or Computer Science program.

Experience:

- Experience working in, MS Excel/Word, Powerpoint, database environments
- An understanding of Business Development and Project Management, encompassing both excellent analytical and critical thinking skills.
- Displays strong attention to detail and competencies in relationship management, collaboration and time management.
- Works well in a fast-paced environment both in a team and independently, able to adapt to dynamic situations, and can impact and influence outcomes
- Excellent written and oral communication skills in order to provide clear and concise project documentation, reports and project updates to relevant stakeholders.

Please submit your resume and cover letter along with an unofficial copy of your transcript. On your cover letter please indicate the length of a co-op term you are available for (8 or 12 months).