

MANUFACTURING

Top 10 Industry Skills

Attention to Details

Ability to efficiently allocate your cognitive resources to achieve thoroughness and accuracy when accomplishing tasks.

Example: Follow production guidelines and specifications to finalize and remove faulty product.

Communications

Ability to convey thoughts and express ideas effectively in writing and speech as well as fully comprehend what others are saying.

Example: Explain assembly procedures and techniques to other workers.

Customer Service

Act of providing and delivering professional, helpful, high-quality service and assistance to a customer before, during, and after the goods or services are rendered.

Example: Respond quickly to production timeline inquiries from customers on the phone or email.

Good Manufacturing Practices (GMP)

Knowledge of raw materials, production processes, quality control, costs, and other techniques for maximizing the effective manufacture and distribution of goods.

Example: Follow set traffic patterns for employees to ensure movements don't cause contamination.

Operations/Management

Knowledge and management of elements and activities related to processes, personnel, equipment & technology and location that contribute to the company's functions and profitability.

Example: Estimate the quantity of products to be produced by forecasting demand and the maximum number of goods that can be yielded under normal working conditions.

Packaging And Labeling

Enclosing or protecting products for distribution or storage, sale, and use attaching written, electronic, or graphic communication label on the package.

Example: Electronically label packaged products using the traceability system.

Power Tool Operation

Control the functioning of a tool that is powered by an additional energy source and mechanism.

Example: Repair or replace malfunctioning production or processing machinery.

Problem Solving

Reviewing related information to develop and evaluate options and implement solutions.

Example: Identify and solve production problems caused by machinery.

Quality Control/Auditing

Conducting tests and inspections of products, services, or processes to evaluate quality or performance.

Example: Set-up and check the standard operating procedures (SOPs) and documentation to ensure compliance to in-house specification.

Troubleshooting/Tech Skills

Capacity to design, set-up, operate, and correct malfunctions involving application of machines or technological systems.

Example: Calibrate, test, repair and maintain circuits, components, analytical equipment and instrumentation.