

ABOUT HELIENE

Heliene is a fast-paced entrepreneurial company growing rapidly in a highly desirable industry, with a mission to be part of the solution to climate challenges and contribute to a better planet.

Heliene has taken the challenge to help the world reduce its reliance on fossil fuels, by striving to be a leader in renewable energy. We are a manufacturer of high efficiency and high-quality solar modules. Our modules are produced on state-of-the-art solar manufacturing lines in Ontario-Canada, Minnesota-USA, and at manufacturing partners around the world.

Customer First is more than a slogan. It's the guiding principle of our business, a core value and the cornerstone of our company culture.

WHY JOIN HELIENE

We are looking for talented and motivated people that want to help us shape the solar industry. Under an experienced leadership team, we provide growth opportunities, intellectual challenge and a flexible, collaborative company culture.

We offer comprehensive benefits, including competitive salaries; paid time off; health, dental, vision and life insurance; as well as retirement plans.

THE POSITION

Job Title:	Continuous Improvement Coordinator
Position Status:	Full Time
Department:	Supply Chain & Logistics
Supervision Received:	Manufacturing Planning and Global Warehouse and Inventory Manager
Supervision Exercised:	N/A
Location:	Mountain Iron, Minnesota

The Continuous Improvement Coordinator will be responsible for the creation, validation, deployment and flawless implementation and acceptance of value-added processes and technologies for the supply chain function in every current and future plants and warehouses managed by Heliene or third parties. There could be the possibility of remote work with extensive travel to the facility in the first 6 months of employment.

- Utilizes continuous improvement tools (lean, six sigma), project management, change management and facilitation skills to improve organizational processes and guide transformation activities
- Gathers, analyzes, interprets and presents process data
- Performs statistical, trend, root cause and benchmarking analysis, and provides recommendations based on results

- Utilizes strong communication skills to effectively facilitate process improvement efforts, coach, and guide teams, present to groups, and transmit written information to a variety of audiences
- Advise Heliene on the latest supply chain management technologies, methods, and industry trends
- Provide warehouse layout and equipment selection advice with detailed analysis
- Establish strategies for data collection / reporting and seamless integration between existing and future systems
- Find and assess technologies / suppliers to automate material movement and data management
- Lead supplier selection for cutting edge technologies in collaboration with IT
- Define global warehouse requirements and strategies to stay flexible and support growth
- Define contractual templates and best practices to find and manage external warehouses
- Consult, align and communicate with other departments, plants, and warehouses to ensure smooth deployment of proposed improvements
- Ensures improvement activities align to supply chain activities and supports overarching organizational strategic goals
- Eliminates non-value-added activities
- Enables teams to prioritize identified process improvement activities
- Runs medium sized operational or process improvement efforts including developing the plan/milestones, leading meetings and monitoring progress
- Analyzes and documents business problems of moderate level complexity
- Participates in and/or leads process analysis of activities, systems, and system integrations to identify alternative business solutions or process improvement opportunities

Minimum Qualifications:

Bachelor's degree in supply chain management with five (5) years' experience in the field of continuous improvement, analytics, project management, information technology, business analysis or equivalent combination of education and experience.

- Six Sigma - Green Belt Certification is an asset
- Purchasing experience is an asset
- Demonstrated capabilities of leading large scale Supply Chain transformation project
- Experience leading remote, cross-functional teams
- Ability to deal with ambiguity is essential
- Excellent verbal and written communication skills to support:
 - Workshop meeting, listening and documentation
 - Effective engagement from board room to shop floor
- Previous ERP experience
- Strong data analysis skills
- Proficiency in MS Office
- Strong problem-solving skills
- Strong time management skills
- Ability to manage multiple priorities and meet deadlines
- Highly developed attention to detail

- Ability to work in a fast-paced environment
- Ability to work independently
- Ability to work cross departmentally to achieve results
- Valid Passport required

Qualified applicants should submit a cover letter and resume to careers@heliene.com.

All applicants must be legally eligible to work in the United States of America.

Heliene is strongly committed to fostering diversity and inclusivity within our organization and is an equal-opportunity employer. Heliene invites and encourages applications from all qualified candidates from equity-deserving groups and all qualified applicants will receive consideration without regard to race, color, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, age, or veteran status.

Currently, Heliene USA is not accepting applicants that require sponsorship.