



# JOB INSTRUCTION

Presenter / Instructor



Angie Bove, Strategy Manager  
Training & Development  
Manufacturers Resource Center

Angie is a Corporate Trainer and shares more than 20 years of training and development experience from various industries with MRC clients.

She is a TWI Institute Certified Trainer in Job Instruction (JI), a Certified Achieve Global Trainer, a Certified Organizational Engineer through the Organizational Engineering Institute, and a Certified Advanced Instructional Designer through Langevin. Angie is also a member of the Association for Talent Development and the Society for Human Resource Management.

Angie earned her B.A. degree in Industrial/Organizational Psychology from DeSales University.

## Quickly Train Employees to Do a Job Correctly, Safely & Conscientiously

**April 2019**

April 4, 8:30--10:30 am | April 5, 8:30 am—12:30 pm | April 12, 8:30 am—12:30 pm

Manufacturers Resource Center  
961 Marcon Boulevard, Suite 200  
Allentown, PA 18109

### **Overview:**

Through TWI Job (JI) Instruction, MRC offers a dynamic program of hands-on learning and practice, imparting essential skills for supervisors, team leaders, and anyone who directs the work of others. Job Instruction training is designed to develop basic stability of your processes (Standard Work). This course teaches the method to instruct an operator how to perform a job correctly, safely and conscientiously.

### **Benefits Featured:**

- Teaches supervisors how to correctly train employees which reduces training time
- Generates cooperation and positive employee relations
- Establishes and maintains standardized work with improved methods
- Solves problems efficiently and effectively
- Results in less scrap and rework
- Creates a safe work environment—fewer accidents
- Increases job satisfaction

### **Why it's relevant:**

Job Instruction includes effective methods to help employees quickly remember how to do a job beyond simply “telling and showing” them. JI creates a standard training process.

### **What's in it for you?**

With JI you gain the benefits of consistent training while developing a stable process to apply continuous improvement. This creates a solid foundation for any continuous improvement program with the benefits of reduced training time, less scrap and rework, fewer accidents, and increased job satisfaction.

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**Cost: \$495/person**  
(includes continental breakfast, plus materials)