



# MJN Worldwide, LLC.

Talent Management Services

## PRODUCTION TECHNICIAN FUNDAMENTALS COURSE OUTLINE:

### **Safety**

- Attitudes toward safety
- Overhead crane safety
- Safety on Forklift
- Chemical and air-bound hazards
- Safe material handling
- Proper use of Shields and guards
- Personal Protective Equipment and attire
- Accident response

### **Attitude**

- Definition of work ethic
- Understanding how to view manual labor
- Taking responsibility for your actions
- Time management
- Managing expectations
- The proper attitude toward change
- The history and dignity of work
- Creating a culture of pride in work

### **Math**

- Decimals & Fractions
- Using English & Metric
- Order of operations
- Positive and Negative Numbers

### **Precision Measurement**

- Tolerances
- Understanding gaging
- Reading micrometers & calipers
- Usage of Go / No-Go gages
- Understanding reference gages
- Proper care of inspection and measurement equipment

### **Print Reading**

- Views on a print
- Reading tolerances
- Orthographic projection
- Section & cut out views
- Understanding lines
- Detail vs. Process Drawings

### **Math**

- Decimals & Fractions
- Using English & Metric
- Order of operations
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### **Lean Manufacturing**

- Introduction to Lean
- 5-S
- Visual Workplace
- Kaizen
- Set-up Reduction
- Six Sigma

### **Quality Systems**

- Standardization
- Statistical Process Control
- Quality Tools