



MAPÚA
MALAYAN COLLEGES
LAGUNA



OFFICE FOR EXTERNAL RELATIONS
AND GLOBAL LINKAGES
MAPÚA MCL



ALUMNI CENTER
MAPÚA MCL

CONTINENTAL TEMIC ELECTRONICS

WE ARE HIRING

Continental Plant Calamba

- HR Business Partner
- HR Payroll Specialist
- Safety Officer
- GM Executive Assistant
- Test Engineer
- Test Development Engineer
- Finished Goods Supervisor
- Warehouse Supervisor
- Operations Performance Specialist
- Production Supervisor
- Process Engineer
- LMA Support (Local Manufacturing Application)
- Sourcing Specialist – NPM
- Procurement Buyer – NPM
- Technicians (Quality, SMD, Process, Test)
- OJT Students
- Interns / Cadet Engineers & Specialists (Engineering, IT-related courses, Behavioral or HR-related courses, Accountancy, Business-related courses)



For inquiries, please contact the following:

Joma Angeles | joanna.marie.angeles@continental.com

Aey Melo | arnolfo.melo@continental.com

Mayeth Bondoy | marietta.bondoy@continental.com

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Internal



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INTERNSHIP PROGRAM

Continental Plant Calamba

Six (6) months comprehensive training program designed for fresh graduates

QUALIFICATIONS:

- Fresh Graduates of Any Engineering Courses, IT-related courses, Material Science, Accountancy, Statistics, Behavioral or any HR-related courses, Multimedia Arts, Any Business-related courses
- Middle Students or have passed the Licensure Exam
- Highly recommended by the University
- Excellent skills in both oral and written communication
- Proficient in MS Office (Word, Power Point, Excel and etc.)

WHAT'S IN IT FOR YOU?

- Basic Pay
- Daily Meal Allowance
- Life Insurance Coverage
- Medical Insurance (HMO)
- Possibility of direct hiring if intern shows exemplary performance

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HR Business Partner

Continental Plant Calamba

Job Description:

- Enables both the short-term and long-term strategy of the local business clients in line with corporate policies related to human relations, organizational and employee development by defining and implementing the appropriate HR strategic initiatives required to meet the defined business strategy
- Guides employees and supervisors in HR related matters (supports in decision making and acts as consultant). Leads them to the right point of contact and promotes the full portfolio of HR related services (e.g. payroll, data administration, recruiting).
- Ensures consistent application and compliance of defined HR Policies, Programs and Procedures
- Implements and supports Employer Branding road map and acts as an ambassador
- Works directly with manpower providers for sourcing and selecting the best fit candidates
- Leads and drives the recruitment of talents
- Handles factory training (Pre-Certification and Certification)
- Executes Job Evaluation based on local, country or/and cooperation policies
- Ensures data availability and quality of the audit/compliance related records
- Acts as a single point of the contact for all topics (which are not covered by Shared Services) for the employees and managers in area of responsibility

Qualifications:

- Bachelor's degree in Business Administration, Human Resources, or a relevant field.
- A minimum of 5 years proven experience in a similar role.
- Good understanding of the full recruitment process.
- Outstanding verbal and written communication skills.

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HR Payroll Specialist

Continental Plant Calamba

Job Description:

- Supports HR in the implementation and deployment of solutions that enable the CoE and Operations strategy and support the business strategy
- Utilizes knowledge base information to answer employee inquiries (time and payroll)
- Maintains electronic personnel records; researches data to verify employment and salary records
- Maintains data in HR System for payroll, organizational management, recruiting, GHR, etc.
- Ensures that service delivery complies with all legal, regulatory and compliance requirements
- Maintains good collaboration with government agencies and third party providers to ensure optimal performance
- Monitors and reports progress on CoE processes within area of responsibility.

Qualifications:

- Graduate of 4 year degree course
- With at least 2 years experience in HR Time Management
- With Project Management skills

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Safety Officer

Continental Plant Calamba

Job Description:

- Supports the development of OHS policies and programs
- Advises and instructs on various safety-related topics (noise levels, use of machinery etc.)
- Conducts risk assessment and enforce preventative measures
- Reviews existing policies and measures and update according to legislation
- Initiates and organizes OHS training of employees and executives
- Inspects premises and the work of personnel to identify issues or non-conformity (e.g. not using protective equipment)
- Oversees installations, maintenance, disposal of substances etc.
- Stops any unsafe acts or processes that seem dangerous or unhealthy
- Records and investigates incidents to determine causes and handle worker's compensation claims
- Prepares reports on occurrences and provide statistical information to upper management

Qualifications:

- Must be DOLE Accredited Safety Practitioner
- Candidate must possess at least Professional License (Passed Board/Bar/Professional License Exam) in Engineering (Chemical) or equivalent.
- At least 5 Year(s) of working experience in the related field is required for this position.
- Preferably Supervisor/5 Yrs & Up Experienced Employee specialized in Engineering - Environmental/Health/Safety or equivalent.
- In depth knowledge of legislation (e.g. OSHA/EPA) and procedures
- Knowledge of potentially hazardous materials or practices
- Experience in writing reports and policies for health and safety
- Familiarity with conducting data analysis and reporting statistics
- Proficient in MS Office; Working knowledge of safety management information systems is a plus



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GM Executive Assistant

Continental Plant Calamba

Job Description:

- Keeps Budget well managed in consideration to the cost-saving initiatives as defined for the entire year
- Plans and prepares for the yearly Plant Operations Review with the BAs, Monthly Staff Meeting, and Weekly Management Meeting.
- Initiates a year-round activities/projects for the Admin Specialists Team (AST) aligned to the Plant set goals and objectives
- Observes and maintains the GM's office housekeeping and 5S BIC standards and requirements at all times.
- Organizes and updates the GM's calendar of activities
- Handles local and international travel arrangements for the GM, as well as for other Continental incoming guests when requested. This include flight reservations coordination, hotel bookings, car arrangements, etc.
- Handles travel and regular reimbursements, liquidations and other related transactions of the GM.
- Maintains well-organized filing system and good management of admin tasks and business Systems in all levels of the organization (Department/Segment, Plant, BU & External Org like SEIPI & LISP2).
- Maintains and safekeeps all confidential and pertinent records/documents intended for the GM's Office.
- Screens and records all internal and external documents submitted to and issued to the unit.
- Sees to it that all outgoing documents are immediately forwarded/transmitted to the respective addressee
- Coordinates preparation of Management meetings, which include the preparation of notice of the meeting thru calendar invite, agenda, venue, presentation materials, and other things that may be required in the meeting.
- Transcribes and publishes minutes of the meeting presided by the GM (Weekly Management Meeting, Monthly Staff Meeting, etc.)
- Coordinates with the Executive Team on the closure of action items identified during the meeting.
- Regularly updates and sends Monthly Report to the Business Areas, and other needed files for the CAC Board of Management Meeting and the BA Sharepoint



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Test Engineer

Continental Plant Calamba

Job Description:

- Responsible on the production test steps/stations and on installation of production equipment & preparation of validation/release procedures
- Responsible for continuous improvements of production and test processes
- Debugs, maintains, and analyzes SW application/products in order to reach the quality targets in his/her processes according to the releasing procedure
- Responsible on reaching "zero-ppm=zero slip-through" quality level in his/her processes
- Prepares and updates involved documentation for the processes from his/her area of responsibility
- Ensures the R&R value of his/her processes after SOP
- Creates and implements CBS/6 Sigma Projects/CIM ideas

Qualifications:

- Graduate of any Engineering courses
- At least 5 years experience in an electronics manufacturing set-up. Thorough understanding of Quality Standards (ISO9001, IATF 16949, ISO14001)
- With strong knowledge in Six Sigma methodologies
- With experience in handling projects as a Project Leader (Six Sigma)
- With at least 1 year experience in handling technical personnel professional
- Fresh graduates of Electronics and Communication Engineering are also welcome to apply

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Test Development Engineer

Continental Plant Calamba

Job Description:

- Responsible in handling different Test equipment
- Evaluates electrical, thermal and mechanical characteristics of integrated circuits, components, sub-components and systems to determine root cause of failure.
- Able to make the necessary controls on the equipment to ensure that quality is at standard level prior turnover/release to production
- Supports new process, product transfer and startup.
- Provides effective technical corrective actions.
- Implements cost effective solution to minimize test related scrap.
- Improves the First Pass Yield by determining the root causes of the top defects.
- Provides full test engineering support to production in order to minimize production downtime.
- Initiates and implements improvement on test processes cycle time without sacrificing quality.
- Executes preventive and predictive maintenance activities to optimize production machines/test handler utilization.

Qualifications:

- At least 5 yrs. work experience as Test Development Engineer
- Knowledge of Programming languages: C, C++, C#
- Using of Test management Software: Test Exec SL, MCD Test Manager, NI LabVIEW, NI Test Stand
- Knowledge of Communication Protocols: CAN, UDS, LIN, RS232, TCP/IP, I2C, UART, SPI, JTAG
- Usage of Instruments: Signal generator, DMM, Frequency Counter, Power supply, PXI Digitizer
- Usage of Hardware platform: TS-8989 PXIe Viper, TS-5400 High Performance PXI System, PXI, GPIB, LXI
- Software knowledge: E-Plan, AutoCAD
- Hardware knowledge: VECTOR CANcaseXL, P-CAN USB, Printers, Pneumatic cylinders, Pneumatic solenoid valve, servo drives, Datamatrix scanners, load cell, laser displacement sensors, Siemens S7-1500 etc
- Knowledge of selecting INGUN Test probes/ receptacles based on the requirement
- Experience in measurement of Voltage, Current, Frequency, duty cycle, pulse width, rise/fall time

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Local Manufacturing Application Support

Continental Plant Calamba

Job Description:

- Identifies and analyzes production requirements base on 8D, QAlert, process improvement, etc..
- Ensures the LMA traceability requirement of a request before project development.
- Manages the Support Technicians for daily operation support with regards to LMA traceability.
- Performs and delegates setup, configuration, programming for project implementation and testing with regards to LMA

Qualifications:

- Microsoft Windows Environment (configuration, troubleshooting, handle event monitoring, install, setup)
- Computer Networking (configuration, troubleshooting, handle event monitoring)
- Software Application Development (C# / CVI / Visual Basic etc...)
- Sequential Query Language (able to identify table, able to perform simple select, insert, update, delete)
- Software Web Development (ASP via Visual Basic and ASP.NET via C# and Visual Basic)
- Problem Solving and Root cause Analysis
- Project Management



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Finished Goods Supervisor

Continental Plant Calamba

Job Description:

- Generates and maintains procedures related to Dispatching / Finished Goods and assures they are properly observed
- Prepares necessary reports required by superiors pertaining to Finished Goods shipments, sales and other related subjects
- Ensures that all Finished Goods shipments are properly booked and documented via SAP and Ensure that all due items for the day be delivered
- Coordinates with Impex Group and other departments as deemed necessary in the processing of requests for dispatch both local and international
- Coordinates with COD, Planning and Forwarder for the scheduling, airline allocation and dispatching of Finished Products
- Responsible for booking/reservation, monitoring and tracking of shipments to LSP and reporting to concerned departments and customer
- Responsible for the correct GL allocation of freight billing and checking of rates against global negotiated rates

Qualifications:

- Bachelors degree holder of a 4 year course
- At least 1 year experience in handling sales distribution and finished goods processes
- Minimum 1 year experience in generating processes documentation for improvements and leading others
- Knowledge in basic problem solving method.
- Minimum 1year in a Supervisory position
- Can interact effectively and collaborate with international audience with intercultural differences.

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Warehouse Supervisor

Continental Plant Calamba

Job Description:

- Knowledgeable in MFW (Material Flow and Warehousing) and WM/IM (Warehouse Management/ Inventory Management) SAP Module
- Communicates with Production, Controlling Maintenance and Material Planning necessary information related to material scrapping, material expiry, material traceability and other similar aspects .
- Leads and motivates the team to meet the set goals in meeting Customer demand, Yield, Scrap, Labor Productivity, OEE, 5K/LPA, Environment, Safety & Health, Quality and Cost targets.
- Coordinates with SCM support team for related standardization projects affecting Warehouse activities
- Budget Planning for WH projects, ECR generation, alignment with counterparts and other related activities that impacts the projects approval
- Responsible in Warehousing Procedures related to Receiving and Material Management with consideration of Environmental aspects ,Quality aspects and Compliance requirements
- Responsible in achieving Warehouse KPI's.
- Supports in the completion and implementation of improvement projects for warehouse related to space improvement, material flow and efficiency.
- Supports in the regular review of WH Control Plan and PFMEA to strengthen the processes and align with implemented projects.
- Supports in the general implementation of SCM requirements related to Warehousing in order to support the corporate mandate for the Continental supply chain.
- Knowledgeable in planning , designing and developing inbound and outbound packaging.
- Packaging cost calculation – Yearly budget and Forecasting

Qualifications:

- Requirements is Engineering Graduate with at least 3 years experienced in WH

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Operations Performance Specialist

Continental Plant Calamba

Job Description:

- Enables, guides and improves sustainable, standardized, state of the art Performance Management process for ADAS locations in collaboration with relevant interfaces;
- Supports Plant Performance Reviews (PPR) and virtual or on-site Plant Reviews on regular basis to enhance quality, cost and performance of the operational units;
- Tracks and steers the outcome of the PPRs with active deviation management into sustainable performance increase; Initiate and follow up on sufficient corrective actions to close the gap to targets
- Enables data accuracy, reliability and transparency with and within Business Intelligence tools and dashboards for Benchmarking analysis
- Ensures „Best Practice“ sharing and foster knowledge exchange
- Steering of the Plants/Focus Factories with key performance indicators (KPI) derived from target setting process; setup and drive deviation projects or common activities between locations;
- Setups and drives deviation projects or common initiatives between locations incl. project setup and hosting of specific meetings or workshops to initiate tangible performance improvement measure
- Ensures roll-out of Standards for operational performance measurement and tracking;
- Transfers know-how, tools, methods and processes to generate & support on improved processes between Plants and Central Functions in alignment with Improvement Programs

Qualifications:

- Academic degree in Engineering, Economics or equivalent level
- At least 2 years in Automotive with knowledge of Automotive Standards and Processes
- Good understanding of financial as well as manufacturing KPIs and correlations
- Experience with manufacturing concepts, technologies & processes (preferred ADAS related, CRP measures, improvement projects, CBS toolbox)
- Solution-oriented thinking, good communication skills (on every hierarchy level, moderation, presentation, coordination) with assertiveness and resilience, structured and analytical working methods; entrepreneurial mindset; team-player attitude
- Data driven mindset, experience and expertise in analysis with Business Intelligence tools (Power BI) and their data sources & structures (e.g. MDL, Pulse)
- Guiding projects and managing daily business in virtual/remote/hybrid setup
- Fluent English language skills (written and spoken)

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Process Engineer

Continental Plant Calamba

Job Description:

- Initiates and implements process Improvements focusing on scrap reduction
- Introduces new process steps improving line balances, cycle time improvements
- Conducts study to improve process capability using Six Sigma Quality tools
- Ensures proper conduct of corrective and preventive maintenance of all production floor machineries, equipment and production utilities
- Prepares, submits reports, maintains, and updates records, FPY and OEE of department
- Ensures that Jiodoka is implemented on all applicable stations
- Generates and implements ideas focusing on cost savings, scrap reduction and production capability.
- Actively look for improvement on how to further improve the OEE (Availability, Performance and Quality) and FPY of the line and equipment.

Qualifications:

- Graduate of any Engineering courses
- At least 3 years experience in an electronics manufacturing set-up. Thorough understanding of Quality Standards (ISO9001, IATF 16949, ISO14001)
- With strong knowledge in Six Sigma methodologies.
- With experience in handling projects as a Project Team Leader (Six Sigma Projects / New Manufacturing Line Set-up FOL/EOL)
- Knowledgeable in 8D Problem Solving



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Production Supervisor

Continental Plant Calamba

Job Description:

- Manages achievement of sales target & budget for the year
- Explains to the subordinates the annual target and assign to them their individual target
- Conduct daily meeting and post progress in the information board for monitoring
- Produce the target volume according to the prescribed efficiency rate (TE/TGB) and Target OEE in conformance to customer's schedule within the budget material and labor cost
- Participates in monitoring and ensures completion of New Product Run (PPAP)
- Manages and monitors KPI's (0km, Scrap, LDC/MDC, Turn rate, Logistics cost & premium freight)
- Handles claims & feedbacks appropriately
- Identifies Training & Certification requirements and request opportunities for development

Qualifications:

- Graduate of any Engineering courses, preferably Manufacturing Engineering
- With at least 3 years' experience as Supervisor in a manufacturing company
- Knowledgeable in IATF 16949, ISO 14001, TPM and manpower planning
- Familiar in control plan and or process workflow
- knowledgeable in layered process audit, visual tools and lean management.

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Sourcing Specialist - NPM

Continental Plant Calamba

Job Description:

- Defines and initiates sourcing and procurement strategies and providing project support to ensure the long-term, cost-effective supply of materials or services.
- Initiates purchasing processes and execute approaches to problem-solving to secure local objectives.
- Analysis and controlling of contractual agreements
- Drives spend automation through increasing catalogue procurement in driving overall procurement effectiveness.
- Utilizes the Purchasing tools effectively such as CEOS, eCatalog, RPA , IST or Indirect Saving Tools, SCOUT (Due Diligence), MDG for the vendor master data, SAP MM module to transact different document type according to the approved SC and PR and other related Purchasing systems and tools.
- Sourcing, contract and price negotiations for purchasing requests with a higher volume or complexity and purchasing projects
- Initiates and manages supplier quality improvement programs and alternative source of supply (in conjunction with partner functions, such as Engineering, Supplier Quality Management, Logistics, etc.)
- Manages, handles and supports various CPMGs - Production Equipment Engineering Services, MRO, Building & Utilities, Fabrication works, Machine Repair & Maintenance, other Capital Goods for the bundle sourcing to contracting

Qualifications:

- Bachelor Degree or Diploma in Purchasing/Supply Chain in a Purchasing / Procurement function of Non-Production Materials (NPM) & Services or relevant qualification.
- 5 years (or above) of working or involved in a purchasing/procurement function
- Preferred to have experience in sourcing for Facilities Management, Equipment/Machines, Capital Goods, and other non-production materials and services
- Effective communications skills (internally & externally), Negotiating skills, market awareness.
- Knowledgeable in SAP esp. Material Management Module and Microsoft Office tools.