



Center for Business and Workforce Education

Intro to Lean for Front Line Staff

January 30, 2019

2:00 pm-4:00pm

RCTC Heintz Center- Room HA110

\$50 per person

As a key member of your organization, you are being asked to work faster, work longer, and get more done with fewer resources. Instead of having to continuously be stressed to achieve your performance goals, perhaps there is a better way to get more done in a more efficient manner. The implementation of Lean methodologies and various continuous improvement tools can be the solution you are looking for. Implementing Lean philosophies and tools will show you an alternative way to improve your work efficiency and productivity by eliminating waste and identifying more effective ways to get things done. The best part about the implementation of the Lean philosophies and continuous improvement tools is utilizing the knowledge and experience of the experts, you and your peers, to perform consistent work each day, identify and solve problems, and fix errors so they don't occur again. This course will provide you with the basic concepts and tools to understand the importance of Lean, the history of its implementation, and how the concepts can be utilized to alleviate the burden of working faster, harder, and longer. Join us for this course to learn more about ways to improve how you view your daily work.

Contact Hours: 2 Hours

Instructor: Josh Halverson and Rob Ronnenberg

REGISTRATION FORM

Name: Last First M.I. Social Security Number: Male Female Date of Birth: Home Address: Apt/Unit #: PO Box #: City, State, Zip: Primary Phone: E-mail Address: Alternate Phone: Home Work Cell Home Work Cell

Payment Required At Time Of Registration does not qualify for financial aid

Student Signature:

Date:

Payment Information: For payment and cancellation policies, please refer to our website: http://www.rctcbwe.com Check #: By providing a check payment, you authorize RCTC to use the information from your check to make a one-time electronic funds transfer from your account or to process the payment as a check transaction. We will use your check to make an electronic fund transfer, funds may be withdrawn from your account the same day we receive payment, and you will not receive your check back from your financial institution.

Verification from Employer: Send a letter, email (workforceeducation@rctc.edu), or fax (507-280-3168) to authorize invoicing for the class

Company Billing Attn: PO/Voucher #: Company Name: Work Phone: Company Address: City, State, Zip:

Please call us with Registration Questions at 507-280-3157 or Fax in your registration to 507-280-3168