

STUDY PROGRAM: MANAGEMENT AND ORGANIZATION

STUDY GROUP: Operations Management

1. Operational Management Consultant

Consulting from operational management; Preparation of consulting project from operational management; Realization of consulting project from operational management; Assessment of the consulting project from operational management; Servicing a consultancy project from operational management; Designing procedures and instructions for work; Operational monitoring and analysis; Development; Management of consulting business; Initiation and training of personnel.

2. Logistics and Supply Chain Manager

Evaluation and development of logistics strategies; Analysis of logistical support and development of logistics information system; Planning and monitoring of logistics processes (planning, supply, storage, maintenance, distribution, after-sales service ...); Increasing the level of service and managing logistics costs; Coordination with logistics providers and other supply chain participants; Continuous improvement of logistics processes.

3. Process engineer

Selection of the basic part of the production program (services) and products (services) - representative; Designing structural diagrams (components) for selected products (services) suitable for planning processes and operations; Making simplified schemes of the technological process; Creating a layout scheme; Creating a plan of processes and operations; Defining processes by work processes; Editing workspace and labeling in workflows.

4. Manager in bookkeeping

Monitoring, planning and recording of all material flows of enterprises; Management of material and financial bookkeeping, monitoring of fixed assets, calculation of salaries (wages), making calculations, planning and inventory records (warehouse operations).

5. Manager of new product development

Planning, development and technological improvement of individual brands or products; Coordination of activities with specialists in production, sales, marketing, research and development, logistics and finance; Analysis of product performance and functionality, packaging analysis and product value; Product life cycle monitoring and planning.

6. Designer of production systems

Selection of the basic part of the production program (services) and products (services) - representative; Determining the size and number of batches; Determining the number of machines, jobs and workers required; Determining the layout of workplaces and equipment deployment; Determining the appropriate order in the work processes; Designing elementary processes in production and processes; Balancing production lines; Modeling production systems; Defining processes by work processes; Editing workspace and labeling in workflows.

7. Production Manager

Planning the objectives and programs of the organizational unit; Defining how to present an existing state of production for management purposes; Monitoring and analysis of production work; Organizing implementation of the plan of measures and solutions;

Coordination of work in production; Control of process and production flows; Development of innovation processes in production.

8. Eco-Management System Expert ("Eco-Manager")

Preparation of an eco-management system in the company; Introduction of eco-management system into the company; Development of eco-management system in the company; Designing procedures and instructions for work; Operational monitoring and analysis; Development; Managing environmental management; Initiation and training of personnel.

9. Engineer of value

Value analysis ("valuation") of a product; Function value analysis; Engineering values; Designing procedures; Operational monitoring and analysis; Development of "valuation"; Managing "valuation" operations (management values); Initiation and training of personnel.

10. Project Management Consultant

Setting up the basic form of work on the project; Defining and elaborating the basic elements of the concept of project management; Defining the basic components of project planning, monitoring and control; Risk management on the project; Defining the quality management system on the project; Suggest activities to eliminate downtime.

11. Production planner

Programming production; Assortment planning; Planning the necessary resources; Supply planning; Operational planning; Planning the launch; Designing procedures; Operational monitoring and analysis; Development of planning; Planning planning; Initiation and training of personnel.

12. Technology manager

Determining the strategic dimensions of enterprise technology; Analysis of the technological level and progress of the company; Determining the company's technological strategy; Determining the innovation model of product and process technology; Determining the relationship between technology, strategy and organization in the enterprise; Evaluation of the efficiency and effectiveness of the company's technology systems; Application of decision support methods for new company technologies; Application of methods for strategic evaluation of technologies; Determination of enterprise's propensity to innovate; Predicting technological development; Planning radical technological changes; Planning technology transfer. Identification of technological systems, processes, operations in practice; Basic and partial analysis of the technological system; Establishing connections between technological systems; Analysis of the technological level and progress of the company; Determining the characteristics of technology in the application in the enterprise; Evaluation of the efficiency and effectiveness of the company's technology systems; Planning evolutionary technological changes and determining the strategy.

13. Innovation Manager

Determining the model of product, service and process innovation; Determination of enterprise's propensity to innovate; Linking elements of the innovation system; Identification and analysis of the attributes of innovation; Defining and analyzing innovation indicators based on the CIS methodology of the European Union; Techno-economic analysis of enterprise innovation, innovation and enterprise performance; Analysis of the technological level and progress of the company; Predicting technological development; Determining the innovation and technological strategy of the company; Linking innovation strategies to the

company's intellectual property strategy; Research and development in relation to innovations (innovation activities); Analysis of factors that stimulate / slow down innovation in an enterprise; Determination of the characteristics of existing products / services / processes and technologies applied in the enterprise; Implementation of the methodology of strategic evaluation of technology and innovation (TEM); application of knowledge-based innovation evaluation systems; Planning, organization, coordination and control of innovation projects.

14. Designer method of work

Analyzing, designing and rationalizing the layout of equipment and controls at the workplace; Equipment specification; Design of equipment layout in space; Design and rationalization of processes and methods of work; Design and rationalization of work and material flows; Determining the time needed; Standardization of working methods; Development of procedures and instructions for the operation of the operation; Consulting in the field of job design and working methods. Determining the necessary time and work standards; Determining the basic time elements of the work; Determination of the time of the elements of unforeseen delays; Determining the time of the breakdown elements; Designing weather standards - norms of work and time; Monitoring, control and development of work norms; Consulting in the field of designing weather standards - norms of work and time.

15. A salary system designer

Analysis and job design; Creating job descriptions; Determining the value of jobs; Designing basic salary structure; Defining standard work performance; Designing a system of stimulating payroll; Administration of the salary system; Control and improvement of performance and system of earnings; Consulting in the field of projecting the salary system.