

DATALOGIC VIETNAM SUMMER INTERNSHIP PROGRAM 2016 FOR THE UNIVERSITIES



1. Purpose:

- ✓ Help students to understand how produce activities, technology and gain professional experience as well.
- ✓ Introduce & popularize Datalogic VN to students so whereby we can attract the students for hiring right people.

1. Participant:

- 4th –year students with background in Electrical – Electronics, Mechanical, Mechatronics, Computer Science Engineering/ Information Technology, Financial Accounting, Business Administration, Industrial Management from HCMC University of Technology, HCMC University of Technical Education, HCMC University of Natural Sciences, Foreign Trade University, etc.
- The students who were received Datalogic Vietnam Scholarship 2015-2016 and the 3rd year student joined the internship program in 2015 is preferred.

2. Internship period:

The schedule will be 02 months **from June 13th to August 12th, 2016**

- from **Monday to Friday (8:00 ~ 16:30)** including lunch time: 30mins.

3. Internship requirements:

- Good planning & co-ordination skill, creativity & can work independently, strong problem solving & analytical skill.
- Has interest in pursuing a career in the related internship assignment.
- Willing to learn & quick learner
- High Responsibilities
- Disciplinary person
- Creative person
- Good at English and computer

4. Internship quantity:

- ✓ Please refer to the proposed intern's quantity in 2016:

Dept.	Function of Department	Q'ty	Requirements/Background
R&D-ID	Support the development of new products by testing SW	1	Computer Science Information Technology
R&D-Machine Vision	Support the development of new products by testing SW	1	Computer Science Information Technology
Quality Assurance	Computer software engineer to develop software to automatic collect and measure failure information from production to report timely Industrial Management to learn and support manufacturing process issues, study with process quality engineer to propose improvement activities	2	4th year student from the faculties: -Industrial Management -Electronics - Computer software engineer
Manufacturing Engineering	Support Testing activities on some projects about PCBA testing Support Product Engineers to improve assembly process Write software for manufacturing activities	3	4th year student from the faculties: - Electronics engineer, Automation Engineer - Industrial Management, - Software engineer (PC programming, not embedded engineer)



Logistics (Warehouse)	Support SMT Warehouse project	1	Industrial Management
Planning	Check capacity Check material stock Make general production plan Create Production Order	1	Industrial Management
Finance & Accounting	Check proper documents MIGO matching invoices Assist team to manage documents flows	1	Finance & Accounting
Facility	Assists in controlling ISO 14001 documents, and other activities (5S, Kaizen)	1	4th year student from the faculty of Environment Management
Production	Support in performing Production efficiency improvement project	3	Industrial Management, Information Technology
Total		14	

5. Internship benefit:

- ✓ Company will provide transportation at the designated stations. In case the company can't arrange transportation for the trainees, they will get transportation allowance: 300,000vnd/month.
- ✓ Lunch & extra meals for the trainees who work full day.
- ✓ Internship allowance: 150,000 VND/ day/ person. Except for the working time mentioned above, the trainees' overtime will be applied according to current practice of Labor Code, Company rules & regulations. In there, the trainees will pay PIT, obligatory insurances for the Government.
- ✓ Can participate in Datalogic ADC VN activities and events
- ✓ Will be entitled to have Accident Insurances 24 x 24 during the internship period.
- ✓ Will be provided necessary equipment/tools/stationery based on work requirement.
- ✓ Internship will have a mentor selected between our Senior Engineer and an Administrative responsible person; they can answer about problems during internship and students will have also a mail support if they need.

6. Internship program:

The training program is designed to equip full skills for student to strengthen their next steps on the career path, detail as following:

- ✓ Orientation program:
 - The program to give trainees necessary knowledge to join well the Company and the Department where they will make functional practice.
- ✓ Understand Italian culture and American culture:
 - The programs will be conducted by Italian and American expert who work in Company. Working culture, the life, the typical habit, countries history... will be showed to be able to give Internships a good view about how to work well with Italian and American Colleagues
- ✓ Soft-skills (Communication, Time Management, Presentation):



- These are very important soft skills for young engineers ensure good cooperation with their superiors and peers on the way of joining a working environment and catching up their goals.
- The three training courses will be conducted by Company experts in this field. Modern training method will be applied that help trainees joining actively to research the content and get the learning objectives.
- ✓ Functional training program.
 - After getting above basic trainings, students will enter the professional training content. It is designed separately by each department in the Company.
 - Most practice time will be spent for this program. It is on the job training for Internships. They will be trained about the working procedure as well as practice at workshop to get experience.
- ✓ Report:
 - Internships are request to submit weekly report to mentor and HR coordinator. It is one of the good ways that help to observe the training effect and ensure the learning processes are smoothly run. Obstacles if any will be removed immediately to be able to give the best result to Internships.
- ✓ Projects
 - It is the final step of the Internship program. Internship will be required to present what they will have learnt, what will need be improved to help Company be better.
 - A committee including functional experts, mentor, and manager will be examiners and give feedback for the presentation as well as advices to the presenter to help them understand clearer about the topic or any inquiries.

7. Selection process:

Steps	Timing	Description
Collect the application form	May 2 nd ~ May 13 th , 2016	Send the application form to email address: lan.huynh2@datalogic.com
Screen the application form	May 16 th ~ May 20 th , 2016	-
Interview at Datalogic ADC Vietnam	May 23 th ~ June 03 ^h , 2016	The candidate who is selected will be contacted to interview (IQ, English and Professional Test)
Inform the result	June 06 th ~ June 08 th , 2016	Will be posted up the University's notice board.

8. Contact information

For further inquiries, please contact with Human Resource & Administration Department:

- Ms. Thanh Lan – HR Officer at 08-3730 8481 ext. 5106 or email lan.huynh2@datalogic.com

