GBMP Job Instruction Training

J.I.T. (ALSO KNOWN AS TRAINING WITHIN INDUSTRY OR TWI) IS USED BY MANY COMPANIES, INCLUDING TOYOTA AS A STANDARDIZED METHOD OF TRAINING NEW HIRES, AS WELL AS CROSS TRAINING THE CURRENT WORKFORCE.

Overview: The GBMP Job Instruction Training course is a one-day program designed to introduce the concepts and principles of creating a standardized training process within organizations.

After taking this class attendees will be able to:
- ✓ Understand the principles of JIT
- ✓ Be able to set up a multi function worker training table
- ✓ Train employees on JIT concepts
- ✓ Introduce JIT to the shop floor
- ✓ Use the Job Instruction Method to teach a job
- ✓ Understand the importance of creating a clear, concise Job Breakdown sheet
- ✓ Know how to use the Job Breakdown sheet in training
- ✓ Create and use a Planning Timetable
- ✓ Learn techniques for training in various work conditions

Who should attend? This course is appropriate for all levels and disciplines within the organization. It is especially relevant for employees who are responsible for training new hires and cross training current employees. Companies who use Temporary Employees.

Time Commitment? *8* hours

Course Outline:
- The history of TWI / JIT
- Criteria for Trainers
- Why JIT?
- The multi-function worker training table
- How to implement TWI / JIT
- Getting maximum benefit/value from training
- The relationship between JIT and Standardized Work
- Requirements of a Leader
- Preparing for training
- Training Demonstration

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