

New Boston

Temporary Wage Clerk - Production Data Administrator

As a successful family-owned company on a path to global growth, the Brose Group offers challenging responsibilities and exciting career opportunities to performance-driven, skilled specialists with solid professional knowledge and proven career expertise who wish to contribute to our company's success.

Your Job Specification

- Enter daily nonproductive standard hours into SAP HR (based on completed Excel template)
- Daily check of unbooked preliminary records/time tickets.
- Production data recording and time management
- Developing and improving data production recording processes
- Training of Supervisors, Service Tech's and Operators on the processes and systems
- Other duties as assigned

Your Profile

- High School Diploma/GED

Brose offers a high-tech work environment and a wide range of benefits. Along with competitive performance-based compensation and health insurance, our employees also benefit from attractive social and family-oriented programs throughout our North American locations*. Our benefits packages include comprehensive medical, insurance and retirement plans. Brose also provides educational assistance and a variety of community outreach, family, and sporting events. Flexible working hours and a collaborative work environment give our employees the freedom to balance work and personal life. Brose believes in investing in people. We offer a wide range of development programs with great opportunity for individual growth through training, international or regional assignments and tailored career paths. Our objective is to provide our employees the tools necessary to live a balanced life, experience a rewarding work environment and contribute to our surrounding communities.

*Benefits package may vary slightly per location

About Brose

Brose is the world's fourth-largest family-owned automotive supplier. The company develops and produces mechatronic systems for vehicle doors and seats as well as electric motors, drives and electronics, among others for steering, brakes, transmissions and engine cooling. Approximately 25,000 employees at 65 locations in 24 countries generate turnover of 6.2 billion euros. Worldwide, every second new vehicle is equipped with at least one Brose product.

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Please send us your application using our online form.