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# Example of Methods Agent Job Description

Our company is growing rapidly and is looking for a methods agent. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don’t fill all of the qualifications, you may still be considered depending on your level of experience.

## Responsibilities for methods agent

* Participate in Improvement projects with AE process
* Participate in Elaborating and maintain Methods Master Data Procedures
* Ensure quality assurance for deliverables in SAP
* Write internal procedures for Methods dept
* Have a good sense of logic
* Have a great capacity to vulgarize and simplify tasks

## Qualifications for methods agent

* You have 4 to 5 years of related experience
* You can work with Resource Planning (ERP) software such as BAAN, SAP
* You can work with Entreprise Resource Planning (ERP) software such as BAAN, SAP, OSDB
* You hold a College degree several years of relevant experience on Catia V5 and Véricut
* Study and Participate in different production manufacturing strategies
* Establish and manage recipe workload (SAP) in line with production requirements