

# Dow Taiwan Job Opportunity- Q2 2015

-  Experience Hiring
-  2015 Dow Taiwan Development Program
-  2015 Dow Taiwan Summer Internship Program

April 1<sup>st</sup>, 2015



## **■ Experience Hiring**

## Job Title: Account Manager (Water and Process Solutions)

**Working Location:** Taipei

**Hiring Manager:** Peter Wang

**Job Family:** FS/FL

### Job Description:

- Work with all customers in water industry to grow up our sales in a more profitable model
- Familiar with the market trend and customer needs and give timely feedback to commercial team.
- Provide prompt technical supporting to customers and end-users
- Use computer software to make forecast and file customer call report as well as business opportunity
- The job is a full time commercial role with the need for frequent travel, mainly within Taiwan to visit OEM customers/distributors as well as end-users. Other travel includes manufacturing plants and asset business TS&D resources in China.

### Qualification:

- University graduate with Bachelor's degree in Chemical Engineering or Environmental Engineering is preferred; preference given to candidates with experience in water treatment and related product sales to the engineering company. Master degree is a plus.
- At least 3 years sales and/or technical experience in Water Treatment business.
- A strong interest and desire to work in the commercial environment with strong learning of professional knowledge.
- Excellent written and verbal communication skills are required.
- A strong business sense and proven ability to work within a team to solve problems.

**HR Contact:** Monica Lee [lee31@dow.com](mailto:lee31@dow.com)



## **Job Title: Dow AgroSciences Regulatory Assistant(12 months contract)**

**Working Location:** Taipei

**Hiring Manager:** Huang Xinpei

### **Job Description:**

- Product registration for Biotechnology and Agricultural chemicals.
- Provide strong support to the regulatory manager to assist in preparing registration dossiers for registration of Agricultural chemicals and Biotechnology.
- Manage regulatory documentation and related routine works.
- Assist to communicate and keep good relationship with regulatory authorities and stakeholders for routine matters.
- Assist to coordinate responses to questions from regulatory authorities to speed up regulatory approvals.

### **Qualification:**

- A minimum of a Bachelor Degree in Biotechnology, Agriculture, Life Sciences, Plant Protection or related scientific based areas.
- Experience in pesticide and biotech product registration is a plus
- Good English/Chinese speaking and writing, good ability to do English translation.
- Good interpersonal skills
- A great team player
- Self-motivated, initiative and innovative, independent and hard working
- Willing and able to work effectively with commitment to meet tight deadlines.
- Care for details and accuracy

**HR Contact:** Monica Lee [lee31@dow.com](mailto:lee31@dow.com)



## Job Title: Customer Service Representative

**Working Location:** Taipei

**Job Family:** CSR

**Hiring Manager:** Karen Zhao

### Job Description:

- Process and manage customer's orders in compliance with order fulfillment process guidelines, function's performance standard and business rules with competence in Diamond system.
- Track order status of overall order process with highlights in shipment/delivery of the right products, and documents follow up for smooth delivery of products to customers. Work closely with commercial and internal function to solve problem at each stage of pre-order entry, order entry, post order entry and coordination of supply chain activities.
- Contacts customer for payment information on all due and near-due invoices. Updates the payment information in SAP. Researches and resolves customer payment discrepancies; works with customer, Senior Receivables Specialist and business to determine what corrective action(s) are required to eliminate future defects.
- Issues customer sales adjustments according to business standards/agreements and validates that adjustments meet internal control compliance by insuring that legal, financial and auditing requirements are met. Manages customer account reconciliations (for example, offsets, manual cash applications, and account reinstatements) in order to deliver accurate financial statements for Dow and the customer. Includes managing complex account receivable scenarios due to customer bankruptcy.
- Proactively identifies expiring payment term agreements with our customers, analyzes customer payment behavior against those terms, and recommends to the business an extension or modification to the terms in order to optimize cash flow.

### Qualification:

- Bachelor Degree with Business or International Trading, or Chemical related discipline
- 2+ years related working experience with International trade, Accounting, Finance knowledge and SAP is preferred.
- Good command of English in speaking, writing, reading and listening.
- Strong interpersonal and communication skills.
- Be able to stay organized, calm and constructive under high stress and frequent changes.



**HR Contact:** Monica Lee [lee31@dow.com](mailto:lee31@dow.com)

## Job Title: TICA Mechanical Improvement Engineer

**Working Location:** Chunan  
**Job Family:** FS/FL

**Hiring Manager:** Chris Wang

### **Job Description:**

- Execute improvement projects in support of business goals to increase asset capability, increase reliability and reduce cost
- Design and execute experiments in support of improving product quality and consistency
- Improve EH&S performance. Lead process safety reviews and gap closure
- Demonstrated project management experience
- Six Sigma methodology experience required (Green Belt minimum)
- Develop and implement process control plans
- Lead effective root cause investigations
- Ability to effectively facilitate and lead teams
- Effective use of the Dow Company work process desired including use of Global Project Methodology and Small Project Process Methodology to execute capital projects

### **Qualification:**

- Master degree, major in Chemical or Mechanical Engineering
- Minimum 5 years of manufacturing experience
- Experience on technical supports for machines (such as lathes)
- Experiencing precision tool machining is a plus.



**HR Contact:** Jessica Wu [jessicawu@dow.com](mailto:jessicawu@dow.com)

## Job Title: Rapid Customer Service Engineer

**Working Location:** Chunan  
**Job Family:** FS/FL

**Hiring Manager:** Neil Chen

### **Job Description:**

- Troubleshoot manufacturing processes and determining the root cause
- Continuous improvement of process and performance, including planning, execution, and problem-solving
- Implementing process improvements in support of reduction of variation, capacity and yield improvement
- Support resolution of customer quality issues
- Track and report yield scrap into area KPI scorecard and drive improvement in area of responsibility
- Maintain and update manufacturing SOPs
- Support safety education and adherence to safety policies and practices
- Review SPC Chart

### **Qualification:**

- Bachelors degree in Mechanical Engineering, Industrial Engineering or related discipline
- Familiarity with statistical and analytical methods including an understanding of SPC
- Six Sigma certification preferred
- Excellent English written and verbal communication skills
- Previous experience working in a manufacturing or plant environment



**HR Contact:** Jessica Wu [jessicawu@dow.com](mailto:jessicawu@dow.com)

## Job Title: Gate Keeper/Production Coordinator

**Working Location:** Chunan  
**Job Family:** FS/FL

**Hiring Manager:** Cliff Chen

### Job Description:

- Assists to develop the plant specific Business rules for " Produce to Plan / Record Production Data " work process and ensures plant procedures are aligned with the defined Business rules.
- Works with Schedule Execution to resolve exceptions to production schedules which are not covered by Business rules; communicate with related partners, facilitates the resolution, understands impact on customer and develops the plan of action.
- Ensure production metrics/measurements, required by the work processes, are collected to track work process performance as per Business rules.
- Work with the Business, Plant and Partners to determine long term production rates and the plant outages to meet demand. Coach unit personnel on productivity measurement tools.

### Qualification:

- Excellent problem solving skills. Proven ability to analyze a problem and correct the root cause.
- Excellent organizational and time management abilities are required.
- Ability to interact with cross functional engineering groups, operators and managers.
- Good English written and oral communication skills are required.
- An understanding of Statistical Process Control and Six Sigma methodology is required.
- Manufacturing flow experience and production coordination is required.
- Experience in using SAP preferred.



**HR Contact:** Jessica Wu [jessicawu@dow.com](mailto:jessicawu@dow.com)



## Job Title: Production Assistant Engineer(Front-End )

**Working Location:** Chunan

**Job Family:** Tech/Tech

**Hiring Manager:** Jerry Huang & Scott Chang

### Job Description:

- 標準操作程序書(SOP)撰寫及維護
- 生產製程操作
- 各量測設備例行性作業及校正
- 協助製程改善
- 製程管制圖維護
- 協助操作人員之訓練
- 主管交辦事項

### Qualification:

- 需要能夠配合公司加班
- 專科畢業以上, 化工或機械背景尤佳
- 2年以上製造工作經驗, 有半導體或化工經驗尤佳
- 有堆高機與天車執照尤佳
- 有領班/助工經驗者佳
- 有英文溝通能力者佳
- 有Six Sigma相關經驗者佳

**HR Contact:** Jessica Wu [jessicawu@dow.com](mailto:jessicawu@dow.com)



## Job Title: 後段製程技術員(12個月合約)

**Working Location:** Chunan

**Hiring Manager:** Ryan Hsieh

### **Job Description:**

- 負責生產線機台操作或產品最終檢驗
- 其他主管交辦工作

### **Qualification:**

- 專科以上學歷
- 工程科系畢業
- 需能配合日夜輪班
- 工作認真並且抗壓性高，具團隊精神
- 英文-聽說讀寫略懂

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## Job Title: 前段製程技術員(12個月合約)

**Working Location:** Chunan

**Hiring Manager:** Jerry Huang & Scott Chang

### **Job Description:**

- 主要內容為化學鑄造與切削
- 需操作堆高機與天車
- 需日夜輪班

### **Qualification:**

- 需要能夠配合公司加班
- 專科畢業以上, 化工或機械背景尤佳
- 2年以上製造工作經驗, 有半導體或化工經驗尤佳
- 有堆高機與天車執照尤佳

**HR Contact:** Jessica Wu [jessicawu@dow.com](mailto:jessicawu@dow.com)



## Job Title: 機械維修技術員(12個月合約)

**Working Location:** Nankang

**Hiring Manager:** Wayne Chen

### **Job Description:**

- 機械：機械設備, 轉動設備, 空壓機, 消防泵浦, 金屬材料等等的設備之維修及保養
- 儀表: 溫度, 壓力, 流量, 控制系統等等設備維修
- 電氣: 馬達, 低中高壓等等設備維修

### **Qualification:**

- 有化工廠機械設備維修經驗者佳
- 專科機械工程相關科系畢
- 化工轉動機械維修工作3年以上經驗者

**HR Contact:** Monica Lee [lee31@dow.com](mailto:lee31@dow.com)



## Job Title: 技術員(12個月合約)

**Working Location:** Nankang

**Hiring Manager:** Wayne Chen

### Job Description:

- Follows Operating Discipline policies, principles, procedures, standards and practices to ensure safe, reliable and efficient operation of assigned plant areas. Ensures adequate operating discipline is available for all activities
- Operates and field checks process equipment. Monitors process conditions, key performance metrics, equipment and control systems and makes appropriate decisions to maintain and/or achieve desired rates and conditions aligned with Plant/Site/Business goals.
- Performs scheduled operational & related tasks and tasks that arise as a result of resolving unplanned events. (i.e. Field checks, process adjustments, equipment preparation, samples, analysis, rounds, housekeeping, EH&S related tasks, etc.)
- Works with Shift Team members and other Shift Teams to leverage skills and knowledge to balance workload ensuring assigned tasks are completed by due dates.
- Initiates & documents preliminary investigations according to plant specific process/criteria and participates in formal and informal Root Cause Investigations for events involved in or by request.

### Qualification:

- 需要能夠配合公司加班
- 專科畢業以上, 化工或機械背景尤佳
- 2年以上製造工作經驗, 有半導體或化工經驗尤佳
- 有堆高機與天車執照尤佳

**HR Contact:** Monica Lee [lee31@dow.com](mailto:lee31@dow.com)



## Job Title: 品保技術員

**Working Location:** 民雄

**Job Family:** Tech/Tech

**Hiring Manager:** Ling Huang

### Job Description:

- 產品應用性能分析
- 儀器量具操作
- 數據資料收集、文書作業
- 參與公司的環安衛活動
- 上級交辦事項

### Qualification:

- 英文可，熟辦公室電腦文書作業，中文輸入每分鐘45字以上
- HPLC / GC / GPC...等設備的基礎操作。

**HR Contact:** Jamie Lee [jamielee@dow.com](mailto:jamielee@dow.com)





## ■ 2015 Dow Taiwan Development Program

## ■ WHAT IS DOW CDP?

CDP is a 12 months rotational assignment experiences that commercial junior talent to become sales account manager. The target participants are fresh graduate. Skill development and corporate orientation are combined to maximize career potential. During the program, participants assume sales and marketing responsibilities on project assignments exploring growth opportunities for Dow businesses. Other projects familiarize new employees with the resources they will eventually be managing on behalf of their customers. There are opportunities to attend workshops and seminars designed to build account management capabilities. Individuals in the CDP also network with experienced Dow colleagues and build mentoring relationships. During the program participants are assessed on their sales and marketing knowledge as well as interpersonal and potential leadership skills.

### **MAJOR ON-THE-JOB CAPABILITY DEVELOPMENT**

- Develop and build upon existing relationship with internal and external customers and influencers to achieve target results.
- Learn to use account planning tools, sales methodologies and skills, and electronic technology to develop and implement Account Plans to achieve results with assigned customers.
- Understand the quantitative and qualitative criteria for acquiring a new to Dow customer, and the required criteria to support a current customer being retained.
- Develop the understanding of customer needs, as well as the needs of the customer's customers through their sales and marketing groups, and works towards meeting the needs
- Develop the understanding of competitors and customer's competitors
- Develop the understanding of the key influence factors on market and technical trends
- With coaching from the supervisor, implement action plans within the guidelines of the business unit strategy
- Develop he capabilities to understand & to capture the big picture based on the foundation of the details and formulate the tactical plan and the strategy for short/mid/long term growth needs
- Overview of all Dow Business, culture and processes





## Job Title: 2015 Dow Chemical Taiwan Commercial Development Program (CDP)

**Working Location:** Taipei/Taoyuan/Chunan

**Job Family:** FSFL

### **Job Description:**

- Collect, understand and analyze customer needs, communicate with Technical Marketing for best product/solution offering
- Demand forecast tracking and update
- Projects follow up for customer sampling, testing and qualification status
- Work cross-functionally with Customer Service Representatives, Technical Service to ensure customer satisfaction
- Marketing intelligence collection & Reporting

### **Qualification:**

- Target: fresh graduate, Bachelor degree and above, major in Chemistry, Chemical Engineering, Materials Science or related engineering field
- Driver license required in Taiwan
- Good computer skills in Microsoft Word/Excel/Power Point
- Good communication/interpersonal skills in both English and Chinese
- Ability to work well independently and as part of a team
- Ability to exercise flexibility, initiative, good judgment and discretion
- Understanding of Silicon wafer, Sapphire glass or substrate polishing process knowledge. Hands on experience preferred.
- Knowledge of all pertinent lab metrology and procedures

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## ■ WHAT IS DOW MEDP?

Manufacturing and Engineering Development Program (MEDP), which involves developmental assignments in M&E sites and functions, with certain exposure to other M&E sites, aims to enable M&E people to explore - a variety of work experiences, job roles, project assignments, locations and different cultures. Through the involvement in a multitude of businesses, one can gain experience with many unique chemistries and unit operations as well as with different customers and markets.

MEDP in Taiwan:

This year-long M&E Developmental program is designed to prepare "fresh graduates" for an accelerated career path at Dow, to build a broad range of technical and project skills. Upon successful completion of the program, one will be deployed into M&E and work at one of Dow's manufacturing sites in Taiwan. Depending on one's capability and aspiration, she/he may grow from an all-around engineer to a senior leadership position in the company.

In addition to the Manufacturing & Engineering Development Program, a successful candidate may be offered one of the following positions after getting through the recruitment process:

- Production Engineer
- Mechanical Engineer
- Electrical and Instrument Engineer
- Reliability Engineer
- EH&S Engineer
- Project Engineer



## **Job Title: 2015 Dow Chemical Taiwan Manufacturing & Engineering Development Program (MEDP)**

**Working Location:** Taoyuan/Chunan/Nankang/Minhsiung

**Job Family:** FSFL

### **Qualification:**

- Possible work location : Taoyuan, Chunan, Nankang, Mingshiung site.
- Major in Chemical Engineering is preferred or other related Engineering Disciplines
- Integrity and respect for people
- Passion for manufacturing and engineering
- Aspiration to be an " all-around " talent in manufacturing and engineering
- High level of initiative and excellent teamwork spirit
- Willingness to relocate or move to various sites within Taiwan
- Good command of English and strong interpersonal and communication skills

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## ■ 2015 Dow Taiwan Summer Internship Program

## Job Title: 2015 Dow Chemical Taiwan Summer Internship Program

### **WE ARE LOOKING FOR**

- Junior in University or 1<sup>st</sup> Graduate School
- Major in Chemical Engineering, Material Science, Environmental Engineering, Mechanical Engineering, Industrial Engineering or other related Engineering Disciplines
- Good communication skill in English and Mandarin
- Familiar with Excel, PowerPoint, Word....

### **Working time**

8:30am-17:30pm, Monday to Friday

### **Program Period**

1<sup>st</sup> July-31<sup>st</sup> August (2 months)

### **How to Apply:**

Please go to [www.careersatdow.com](http://www.careersatdow.com) for online enrollment.  
Or send resume to [jessicawu@dow.com](mailto:jessicawu@dow.com)

### **Application deadline:**

30<sup>th</sup> April (Thur)



## **Job Title: 2015 Dow Chemical Taiwan Summer Internship Program - Manufacturing & Engineering Summer Intern**

**Location:** Taoyuan Site

**Job Code:** #1501248

**Job Responsibilities:**

- ✓ Daily operation assistance.
- ✓ Assist site EHS (Environment, Health and Safety) related activities.

**Location:** Chunan Site

**Job Code:** #1501241 & #1501244

**Job Responsibilities**

- ✓ Support production process improvement project.
- ✓ Support safety education and adherence to safety policies and practices.
- ✓ Production lab testing
- ✓ Use analytical instrument to identify production problem

**Location:** Nankang Site

**Job Code:** #1501246

**Job Responsibilities**

- ✓ Site SOP (Standard Operation Procedure) documentation & procedure management
- ✓ Safety operation document translation & management

**Location:** Min-Hsiung Site

**Job Code:** #1501231

**Job Responsibilities**

- ✓ EHS(Environment/Health/Safety) data collection and analysis
- ✓ Documentation management





## **Job Title: 2015 Dow Chemical Taiwan Summer Internship Program - Research & Development Summer Intern**

**Job Location:** Taoyuan Site

**Job Code:** #1501238 & #1501239

**Job Responsibilities:**

- ✓Chemical analysis
- ✓Electric plating testing

