

Job Description and Recruiting Profile

Robert Bosch México Sistemas Automotrices, S.A. de C.V.

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Last update:

General Data

Position Name (SAP)	Lean Navigator		
Acronym	QueP/COR		
Target Manager	Oscar Priego		
Disciplinary Manager	Oscar Priego		
Legal Entity (home site)	BSMX - Robert Bosch México Sistemas Automotrices S.		
Location (host site)	QueP	Querétaro	
Career Band	E4		
GB	M-Mobility Solutions (BBM)		

General responsibility (overview)

The Lean Navigator is responsible for guiding and supporting the implementation of lean principles and practices within an organization. They will work closely with cross-functional teams to identify opportunities for process improvement, eliminate waste, and drive continuous improvement initiatives. The Lean Navigator will also provide training and coaching to employees at all levels to ensure the successful adoption of lean methodologies.

Responsibility scope

Domestic Local

One site or legal entity

Specific responsibilities and tasks (SMART)

%

Type	Activity		%
1	Collaborate	Collaborate with cross-functional teams to identify and prioritize areas for process improvement and waste reduction.	13%
2	Lead	Lead and facilitate lean workshops, value stream mapping exercises, and Kaizen events to drive continuous improvement.	13%
3	Provide	Provide guidance and support to teams in implementing lean tools and techniques, such as 5S, standard work, visual management, and problem-solving methodologies.	13%
4	Develop	Develop and deliver training programs to educate employees on lean principles and practices.	13%
5	Coach	Coach and mentor employees at all levels to foster a culture of continuous improvement and lean thinking.	13%
6	Monitor	Monitor and track key performance indicators to measure the impact of lean initiatives and identify opportunities for further improvement.	13%
7	Collaborate	Collaborate with leadership to develop and implement lean strategies and initiatives that align with the organization's goals and objectives.	13%
8	Act	Act as a change agent to drive cultural transformation and promote a lean mindset throughout the organization.	13%
9			
10			
			100%

Discipline

Commercial Functions

It acts as the link between production capabilities and market demand, overseeing activities such as customer acquisition and retention, contract negotiation, demand forecasting, and project management. By aligning with supply chain operations and analyzing market and financial performance, the team ensures on-time delivery, profitability, and a competitive market position, while fostering strong partnerships with customers and stakeholders.

Type of Position

Professional Career Band (P)

Work is primarily achieved by an individual or through project teams, with emphasis on technical/discipline knowledge rather than managing people. Requires the application of expertise in professional area(s) to achieve results. Progression within the Career Band reflects increasing depth of professional knowledge, project management and ability to influence others. Entry-level jobs within the Professional Career Band typically require a university degree or equivalent work experience that provides knowledge of and exposure to fundamental theories, principles and practices

Leadership

Responsibility

Team Member

Individual contributor, no direct responsibility for leading others

Reports

Nivel/N4

DO
DNO

0
0
0
0

Orgchart

E2/E4

SL+

Communication and Relations

Internal relations

Yes

External relations

Clients

Yes

Suppliers

Yes

Communication Nature

Negotiate LongTerm

Manage communications of great importance having long-term, strategic implications for the whole organization

Communication Frequency

Continuous

All the time

Innovation responsibility

Responsibility

Improve

Change significantly by enhancing entire existing processes, systems or products

Complexity

Multi-dimensional

Problems and issues are truly multidimensional. requiring end-to-end solutions with direct impact on all three dimensions - Operational, Financial and Human

Knowledge and Educational Background (Desirable profile)

Knowledge

Broad Practical Experience / Functional

Broad and substantive management experiences across several line and support functions or businesses, or recognized outside the organization as having paramount capability in a broader discipline/area of study

Education

Bachelor Degree

Profesional Experience (years)

5 years

Languages

Requirement

Proficiency

Behaviors

Spanish	Mandatory	C2	Can understand with ease virtually everything heard or read. Can summarise information from different spoken and written sources, reconstructing arguments and accounts in a coherent presentation. Can express him/herself spontaneously, very fluently and precisely, differentiating finer shades of meaning even in more complex situations.
English	Mandatory	B2	Can understand the main ideas of complex text on both concrete and abstract topics, including technical discussions in his/her field of specialisation. Can interact with a degree of fluency and spontaneity that makes regular interaction with native speakers quite possible without strain for either party. Can produce clear, detailed text on a wide range of subjects and explain a viewpoint on a topical issue giving the advantages and disadvantages of various options.

Specific Certifications

Details

1		
2		
3		
4		
5		

Key technical competencies

Level

1	Bachelor's degree in business, engineering, or a related field	100%
2	Experience leading and implementing lean initiatives in a manufacturing or service environment	100%
3	Proficiency in lean tools and methodologies, such as value stream mapping, 5S, Kanban and Kaizen	100%
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Key competencies and skills (soft)

Level

1	Strong facilitation and coaching skills with the ability to influence and motivate teams	100%
2	Excellent problem-solving and analytical skills	100%
3	Effective communication and interpersonal skills	100%
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Work conditions

Work Environment	Task are carried out mainly in factories or plants in which there are some unpleasant aspects such as noise, smoke, dust, heat, etc.
Physical effort	Need to walk or stand alternates with the opportunity to sit.
Authority	Empower to stop a process that puts the quality of our products at risk

Authorizations

With this signature, I declare that I know the content of the job description, I also agree that:

1. This format describes the position and not the person.
2. This information is confidential and I cannot duplicate, transmit or provide to third parties.
3. Text in this document may contain language bias towards man. However, all statements refer to both women and men.

Manager/ Director

HRBP

Created by

Position evaluation (only for HR)

Official evaluation

E4

Market Position

0

Compensation survey

Career Band Dimensions

Competency	Definition
Accountability / Results	<ul style="list-style-type: none">► Influences organizational initiatives in functional area and provides input for the organizations business strategy► Supports teams, business units, programs, or projects; influences initiatives and prioritizes activities► Directs and coordinates the analysis and resolution of complex operational problems and special assignments► Sets appropriate targets for functional area and drives self and others for results
CIP and innovation	<ul style="list-style-type: none">► Identifies problems, develops corrective action plans and implements process improvement solutions within work area► Supports a working environment of "lessons learned"► Advises others how to incorporate entrepreneurial mindset in all activities► Supports assessment of the development of others and supports opportunities to improve future performance
Collaboration and communication	<ul style="list-style-type: none">► Demonstrates commitment to empowerment, development, and diversity and inclusion in an assigned area and across business units► Ensures an environment that fosters collaboration and effective working relationships within and across work groups► Gives guidance to others in building networks► Leads and contributes to cross-functional teams
Client orientation	<ul style="list-style-type: none">► Coordinates efforts to resolve complex problems and responds to unique customer needs► Maintains and grows relationships with customers to assess needs and expectations, share ideas, advice, and techniques with the focus on future business opportunities
Leadership	<ul style="list-style-type: none">► Encourages associate development and empowerment by initiating developmental opportunities for self and others► Inspires and nurtures diversity and inclusion► Influences associates to seek promising opportunities, reward success and learn from failure► May serve as a coach and mentor to others► Responds with an open mind to changes and new ideas and adjusts quickly to ambiguity and shifting goals
Knowledge and Experience	<ul style="list-style-type: none">► Advanced knowledge of specialized field (generally associated with 5 or more years of experience in relevant function)► Demonstrates project management skills including planning, prioritizing, monitoring, budgeting, coordinating, and change and risk management► Technical process expertise/owner within and across functions► Implements business or strategic plans for assigned area► Solves problems across functions, and modifies and improves standard techniques► Establishes policies and procedures by exercising discretion and independent judgment* with respect to matters of significance**

Change Tracker

Version	Change Description	Date	Signed by
1	Initial		
2			
3			