

In-Company Quality Improvement Associate / Six Sigma Yellow Belt Programme

This programme is an excellent introduction to the capabilities of Business Process Improvement. Unlike other Yellow Belt offerings which focus entirely on theory and pre-packaged case studies, participants on Lean Sigma Systems Yellow Belt programme engage in project work relating to their own working environment. This allows them to get a real understanding of the basics of Business Process Improvement and how powerful these tools can be in not only improving the efficiencies of their company but also improving their everyday working environment.

All our participants work on projects from within their company to ensure that they not only understand the theory but also gain practical hands on experience. This equips our course participants and client companies to continually drive process improvement long after the training has finished.

Certification Options



Option 1: Lean Sigma Systems Certification

Lean Sigma Systems has been in existence since 2006 and in that time has delivered in excess of 40 Six Sigma Yellow Belt programmes both internally for company clients and publically for individuals. Lean Sigma Systems although not an internationally recognised certification has excelled in providing customised and structured certification models for our clients that ensure all participants are equipped with the practical knowledge of Six Sigma as well as the theoretical knowledge. This certification can be achieved by attending workshops 1-4 which will prepare participants with Lean Sigma Systems/Internal company certification. Candidates can expect to have to put in excess of 20 hours study for the exam. In excess of 10 hours of project work will need to be completed.

Course Costs: €7,000. *This course can accommodate up to 12 participants.*

Cost Includes:

- All Tutor Expenses
- 4 Days Yellow Belt Training including
 - Soft copies of training material on USB
 - Zipped Wallets, pads and pens
- Final Lean Sigma Systems Project Presentation Day & Exam
- All Email & Phone support for the duration of the programme



Option 2: ASQ certification

ASQ (American Society for Quality) is recognised worldwide in over 80 countries www.asq.org. If candidates wish to pursue ASQ certification workshops 1-4 need to be completed. Candidates can expect to have to put in excess of 30 hours study for the exam. In excess of 10 hours of project work will need to be completed.

Course Costs: €11,000. *This course can accommodate up to 12 participants.*

Cost Includes:

- All Tutor Expenses
- ASQ Registration & Examination Fee
- 4 Days Yellow Belt Training including
 - Soft copies of training material on USB
 - Zipped Wallets, pads and pens
 - ASQ Exam Primer & CD
- Final Lean Sigma Systems Project Presentation Day & Exam
- All Email & Phone support for the duration of the programme

What is a Yellow Belt / Quality Improvement Specialist?

The Quality Improvement Associate/Six Sigma Yellow Belt programme is suitable for anyone interested in acquiring an overview level introduction to both Lean and Six Sigma and the benefits that both of these methodologies can provide. Participants will be required and assisted in carrying out a 3-4 week project.

The Quality Improvement Associate programme is a certified programme for which participants will have to complete a short term project and pass a written multiple choice examination.

Initial Q&A / Project Scoping Meeting

Before the programme begins, Lean Sigma Systems provides an initial Q&A / Project Scoping Meeting. This meeting allows all interested parties to acquire answers for any questions that they may have about the programme. This meeting will also highlight the objectives of the programme, the associated timelines, the commitment required from participants and the Senior Team/Sponsors and the benefits of involvement. This day will also be used to assist the company in scoping out the projects that the participants will work on during the programme.

Lean Sigma Systems provide unlimited email & phone support to all the participants and Project Sponsors/Senior Team throughout the duration of the programme.

Programme Objectives

At the end of this programme participants will be able to:

- Understand how processes work and gain problem solving skills
- Contribute to driving a business process improvement culture
- Assist employer in being more productive and more competitive
- Communicate effectively as part of a team
- Display creativity and be part of innovative teams

- Display a mindset of continuous improvement while being task and process driven

Six Sigma Green Belt Q & A Briefing Session / Project Scoping	<ul style="list-style-type: none"> ▪ Brief all interested parties on the commitment required to embark on the Six Sigma Yellow Belt programme ▪ Project Scoping & Charter Definition
Quality Improvement Associate Workshop 1. "Introduction to Lean & Six Sigma; The DMAIC Cycle"	<ul style="list-style-type: none"> ▪ Introduction to Lean and Six Sigma ▪ Introducing the Define Phase of the DMAIC Cycle ▪ Project Charter, quantifying business benefits, project planning ▪ Business process mapping ▪ Introducing the Measure Phase ▪ Analysing Data and presenting
Quality Improvement Associate Workshop 2. "Working and communicating effectively as part of a team"	<ul style="list-style-type: none"> ▪ Change management ▪ Communications ▪ Team building ▪ Motivation
Quality Improvement Associate Workshop 3. "Analyse, Improve & Control"	<ul style="list-style-type: none"> ▪ The Analyse Phase of the DMAIC cycle ▪ Introducing the 5 whys ▪ Fishbone/Cause & effect diagram ▪ Introducing the Improve Phase ▪ Lean Tools and their application in the improve stage-5S, SMED, Mistake-Proofing, Kanban, Line Balance & Level Loading ▪ Statistical Process Control ▪ Final Exercise
Quality Improvement Associate Workshop 4. Tutorial 4 weeks later approximately	<ul style="list-style-type: none"> ▪ Tutorial to prep for exam
Publically held ASQ Exam June or December	
Lean Six Sigma Quality Improvement Associate Final Presentation to Senior Team/Lean Sigma Systems -4 weeks later approximately	Each participant will present their final project.

<p style="text-align: center;">6 Month Review & 12 Month Review</p>	<p>To ensure maximum benefit has been achieved from the programme and that all participants are actively engaged in projects, Lean Sigma Systems provide unlimited email & phone support to all the participants for a period of 6 months after the programme has finished.</p> <p>Further to this Lean Sigma Systems also provide a 1 day review 6 months & 12 months after the programme has finished with programme participants and Senior Management.</p>
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Lean Sigma Systems can accommodate between 4 - 12 participants on this programme.

3. Consultant Biography

Susan Clancy, NCEA Cert & Dip Eng, BSc, MBB

Principal Consultant, Trainer & Managing Director- Lean Sigma Systems



Susan has over fifteen years experience in Lean and Six Sigma Training and Consultancy. In this time she has worked within the Pharmaceutical, HR, Retail, Customer Services, Healthcare, Medical Device, Aviation, Electronics, Hotel and Catering, IT and Financial Services in the private and public sectors. An Engineering and Science honours graduate from Cork Institute of Technology and Dublin City University, Susan is a certified Master Black Belt from the IQF, Six Sigma Black Belt from Air Academy Associates and American Society for Quality as well as a certified Lean Practitioner from University of Limerick. Through her directorship of Lean Sigma Systems and BPI Consulting she can boast a varied and very distinguished client base.

Donal O'Leary, BSc, C.P.I.M.

Consultant, Trainer & Managing Director – Metrology Systems & Services



Donal is a Registered and Certified Assessor with the Institute of Management U.K and a qualified ISO 9000 Auditor, he is also an Approved Assessor for the European Foundation for Quality Management Business Excellence Model. Donal has developed and presented both accredited and customized training programmes in Problem Solving, Team working, Continuous Improvement, Calibration, Statistical Process

Control and Quality Assurance to the pharmaceutical, chemical, food, medical devices and motor components industries since 1992.