



**Do you want to drive in the fast lane? Sixt is hiring.**

## **Process Improvement Manager**

### **COMPANY OVERVIEW:**

Sixt Rent a Car is an international leader in car rental, leasing, and innovative mobility solutions like mydriver. With revenues in excess of \$2 billion and a fleet of 220,000 cars, we have moved into over 100 different countries worldwide. Sixt is the largest fleet purchaser of BMW's internationally, however does not consider itself a luxury car rental company but a company with superior service and better cars for everyone at an exceptional value.

At Sixt, customers are guests. It's not a rental transaction but an experience as that of a five star hotel. Sixt hires service oriented individuals, free to travel, and open to cultural experiences interacting with customers and colleagues from many diverse backgrounds. Sixt is more than just cars, we have a passion for style, technology, innovation, creativity and entrepreneurial spirit.

### **POSITION SUMMARY:**

The Process Improvement Manager will support the Quality Management team by reviewing our current processes and work on standardizing and streamlining our processes nationally. This role will review processes that have previously been undefined, review current practices, identify, or define the "best practice" and achieve buy-in from relevant departments. The goal is to create standardized processes, and establish a continuous improvement program.

### **JOB RESPONSIBILITIES:**

- Coordinate the implementation of a new QMS system to streamline document control and audit management.
- Identify trends and process variations as part of establishing a continuous improvement program.
- Assist in the development and implementation of a 'best-in-class' continuous improvement strategy
- Responsible for targeting completion of process improvement projects within a specified period.
- Achieve buy-in from all decision makers for the successful application of performance excellence / performance improvement. Create team processes for optimizing results.
- Provide management with project status updates, feedback, and appropriate reporting on key responsibilities and objectives.
- Identify project requirements and drive process change using staff interviews, document analysis, workshops, surveys, site visits, business process descriptions, business analysis and workflow analysis.

- Work with other team members and several departments to devise new support material based on the revised processes, to include training, reporting and systems enhancements.
- Coordinate communication activities and market the process and results by publicizing goals, plans, progress, and results.
- Ensure the business impact and project objectives/dependencies are identified, reported on, and managed at all times
- Complete post implementation reviews to ensure successful delivery has been achieved and to ensure that improvements can be made for future projects

**QUALIFICATIONS:**

- Bachelor's degree required, analytical degree preferred
- 1+ years of experience in a process improvement role
- Strong analytical and communication skills
- Strong interpersonal capabilities and ability to work cross-functionally with other leaders on sensitive and/or emotional issues.
- Lean Six Sigma certification is a plus
- Demonstrated strong written communication skills
- Ability to wear many hats and think outside of the box
- Strong organizational and project management skills, detail oriented, and the ability to multi-task
- Must have the ability to adapt in a fast-paced environment
- Must be able to work 40 hours per week
- Must be able to work a flexible schedule including day and/or evening hours
- Must be authorized to work in the United States and not require work authorization sponsorship by our company for this position now or in the future.

**BENEFITS:**

We value our employees' time and efforts. Our commitment to your success is enhanced by an extensive benefits package including paid vacation, medical, dental, vision and 401(k), STD, LTD, Basic Life and Supplemental Life benefits and future growth opportunities within the company.

***We are an Equal Opportunity Employer M/F/D/V.***

The information listed above is intended to describe the general nature and level of this position. Essential functions and responsibilities may change as business needs require. Your response to this advertisement may result in your consideration for employment with Sixt Rent a Car, LLC and its subsidiaries. Offers of employment will be made by Sixt rent a Car, LLC or any of its subsidiaries or brands.

**Come join our team! Apply now.**

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