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The US J-1 Cultural Exchange Program Application Base File

Please be noted that this information is not an actual application but a draft information collection to review the eligibility of the hosts(employers) and participants (candidates) by our company (WIEC).

Our company (WIEC) is not a J-1 sponsor and only provides consulting to successfully file the application to the US J-1 sponsors designated by the US government.

Thank you.

Name	SSR MFG	Job	TESLA Factory Automation
Address	Reno Nevada		
Company Brief	Founded in Texas Austin in 1983, S**SR Manufacturing Corporation** creates manufacturing, engineering, and service efficiency for the semiconductor and other manufacturing industries, helping customers increase productivity and improve system integration and installation service effectively. In addition to best in hardware installation and customer filed services that optimize manufacturing equipment, factory productivity and company efficiency. Today, SSR FA is installing, commissioning, testing and maintaining the TESLA's Auto Factory in Reno Nevada, which is the ever first one rail completion system in the human history. 4,000 employees are working as a union of PANASONIC, MURASAKI, and Other Elite US and Global brands under the TESLA leadership.		
Salary	$12/hour and will be adjustable along the technology learning level	Hours	8:00am – 5:00pm
Benefit	-Commuting support provided -$500/room/month for 2 bed room		
Topic Area	Mechatronics and Robotics	Number	2
Majors	Mechanical, Electrical	Duration	12 months ~ 18 months
Job Brief	-Auto manufacturing engineering for electric car **-Installation, technical consulting assistance** **-Operation, Calibration, Debugging and Commissioning** **-S/W Support** **-Unmanned Automation, Robotics** **-Battery (Lithium) manufacturing engineering**		
Preferences	-Experience and Licenses in Mechatronics and Engineering -Proficient in Microsoft Office -Excellent time management/project management skills -Excellent communication and interpersonal skills -Detail-oriented & highly organized -Bilingual in Korean and English preferred (Japanese, and Chinese are also preferred)		

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A. HOST- Primary Site of Activity Information

No.	Information	Description	
01	Company Name	SSR Mfg. Corporation	
02	Business Type	Mechatronics, Factory Automation	
03	Address	HQ: 44166 Old Warm Springs Blvd.	TESLA PMO: 1320 Freeport Blvd. #111 & 116
04	City	Fremont	Sparks
05	State	CA	NV
06	Postal Code (ZIP)	94538	89431
07	Website	www.ssrfa.com	
08	EIN (Tax Number)	CA 77-0297376	NV 10344 30378
09	Total Employees in the U.S.	90	
10	On-Site Employees	45+	
11	No. of Other Interns (if any)	0	
12	Annual Revenue	5 Million	
13	Workers' Comp. Info	Amtrust Insurance / TWC 3653032	
14	J-1 Experience (Last 3 Years)	Yes	
15	Stipend/Month	1850	
16	Phone	775-502-3262	
17	Fax	775-502-3272	
18	DBA	N/A	
19	Year Founded	1991	
20	Housing Support (If any)	($0/month)	
21	Board Support (If any)	($0/month)	
22	Commute Support (If any)	Vehicle Support (one car for 2-3 people)	
23	Other Support (If any)	($0/month)	

Supervisor Information – Resume required

No.	Items	Primary Supervisor	Recruiter
01	Name	Greg Ross	Andrew Seongho Kang
02	Title / Position	MPC Team Member	HR for technical support
03	Phone	(775) 247-1586	(571) 243-1267
04	Fax	(775) 502-3276	(703) 995-0868
05	Email	gregory.ross@ssrfa.com	andrew@wiec.org
06	Background (Degree, Years at host/business)	M.S. in Mechanical Engineering (2016)	M.S. in Systems Engineering – GWU (2005)

Please complete the next pages of training plan

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B. Trainee Intern Placement Plan (TIPP)

Training Field	Factory Automation and Software Engineering
Wanted Majors	Mechatronics, Electrical

1. For Intern: The training is for 12 months and For Trainee: The training is for 18 months.
2. The Employer (Host) have minimum four phases to show the learning curve along the time of program.
3. Please fill out the next pages to show how the training is to be placed at your best discretion.

Departure Date to the U.S.	Estimated Start Date	Estimated End Date	Return Home Date
Do Not write here	12/25/2017	12/24/2018	Do Not write here

Phase 1	2 months	Phase 2	3 months	Phase 3	4 months	Phase 4	3 months
Orientation and General Production Management		Mechanical Processing Engineering		Assembly Processing Info. Management		Quality Control/ Maintenance	
12/25~02/24		02/25~05/24		05/25~09/24		09/25~12/24	

Description of Trainee/Intern's role for this program or phase	
Phase 1	The participant will start to learn how to assist system designing and analysis of manufacturing data, primitive components, process, and material routing to develop improvement recommendations. During this phase the participant will experience a very in-depth technical orientation and will work with other departments concerning information, technology, and other integration matters.
Phase 2	The participant will assist the mechanical engineers and specialists in the design and production of products. Under supervision, the participant will receive hands-on training from key personnel in configuring material transformation, environmental compliance, and design work in order for the company to maximize cost effectiveness when integrating raw components for the production of alloys thus ensuring the company's competitiveness.
Phase 3	The participant will learn test procedures and work alongside technical associates to conduct tests utilizing a variety of testing and inspection equipment for quality assurance. During this process the participant will also research and provide input on manufacturing and inspection processes.
Phase 4	The participant will assist the technicians in inspecting the assembled products for any defects prior to the components being stored or delivered under the compliance of the process manuals and guidance. The intern will also assist in running multiple maintenance tests with the supervisors using the accumulated training knowledge to ensure that the company's machineries are operating properly, while also rendering log data.
Specific goals and objectives for the phase	
Phase 1	The participant will receive hands-on training in design, development, applications, process, and quality engineering. The participant will learn to apply the knowledge of the company's engineering services to its major client (TESLA)s' electrical auto system manufacturing

	process. The participant will also be learning the standard rules and regulations that are to be followed throughout the duration of the internship.
Phase 2	The participant will learn about multiple engineering applications that the company uses to control and automate assembly operations. These applications that are used to produce high-quality energy generation, storage and transmission and other robotic components that makes the critical parts of the vehicle. The intern will utilize the background in engineering design, engineering mathematics, mechatronics, machine dynamics and electromagnetic mechanics when using the aforementioned engineering applications.
Phase 3	The participant will learn about the engineering tools used to process the unmanned factory robotics for production. The company supports the unmanned factory automation build-up using customized robot technologies to contour the base parts into the desired form for its products. The intern is expected to apply knowledge on materials integration under unique environmental conditions through the tasks, and develop the mechanical expertise on stamping/ pressing applications which can be applied in various engineering settings.
Phase 4	The participant will gain further practical knowledge of the machinery and assembly applications that are introduced to in previous phases. The participant will also learn to inspect machinery, run quality test procedures, and log reports. At the end of the internship, the participant will have mechanical knowledge and skills that can be applied in the automobile industry as well as other global, commercial manufacturing enterprises.
Please list the names and titles of those who will provide continuous (for example, daily) supervision of the Trainee/Intern, including the primary supervisor. What are these persons' qualifications to teach the planned learning?	
Phases 1~4	Greg Ross, gregory.ross@ssrfa.com, MPC team member, 775-247-1586 as a site/phase supervisor, oversees engineering and production operations at TESLA GiGa Factory. The supervisor has M.S. in Mechanical Engineering and has expert knowledge on automobile business and industry. Chanjae Park Ph. D. Civil & Environmental Engineering, MPC team manager, (775) 741-5904 is a primary supervisor that has the civil & Environmental engineering experience to supervise the intern during the training. Mr. Park has been teaching at University of Nevada at Reno for twelve (12) years.
What plans are in place for the Trainee/Intern to participate in cultural activities while in the United States?	
Phase 1~4	The company encourages cultural activities such as visiting landmarks in Reno area and its neighboring regions as the company provides vehicle for commute and life and visiting the natural wonders of Nevada. The area has more historical, commercial and cultural attractions of Greater Nevada Field, Truckee River Walk, Reno Riverwalk District, Reno Air Racing Association, University of Nevada, Reno, Pioneer Center for the Performing Arts, Reno Arch, Saint Thomas Aquinas Cathedral, Washoe County Courthouse, Terrace Lounge, etc. The company will organize after-hours parties to celebrate Thanksgiving and Christmas as well as sports events and small picnics and BBQ' dinner. The participant will be invited to company organized events and is encouraged to plan independent outings and travel before going back home. The company hosts a farewell party for the intern and shares cultural experiences among co-workers.

What specific knowledge, skills, or techniques will be learned?	
Phase 1	The intern will learn the following: • U.S. automobile standards for safety and production engineering • Engineering communication skills under the U.S. environment • The manufacturing process and operational protocols • Detail specifications on the company's revolutionary automobile production engineering for TESLA's electrical vehicle system and its unique energy saving technology
Phase 2	The intern will learn the following: • Environmental LCA processes and procedures • Machine and Power Quality Management processes and procedures • The ability to configure environmental compliance engineering calculations on the mechatronics based on different levels of engineering maturity.
Phase 3	The intern will learn the following: • Automobile part assembly process procedures using unmanned robotics • Various material treatments to refine the contoured auto units • Mechatronics monitoring and operations
Phase 4	The intern will learn the following: • Quality Inspection Test procedures for Automobile units • The knowledge to analyze mechatronics for any malfunctions, and maintenance • The skills to draft technical reports, and test results in professional English
How specifically will these knowledge, skills, or techniques be taught? Include specific tasks and activities (Interns) and/ or methodology of training and chronology/syllabus (Trainees)	
Phase 1	The participant will read the manual and review the current practice to be familiar with the training environment. The participant will gain basic work knowledge by assisting regular engineering operations.
Phase 2	The intern will observe the engineers and perform tasks working with the raw materials and processing data for the technical analysis of quality and compliance. The participant will learn how to apply simulation to learn about its applications. The supervisor will offer feedback to the participant based on the performance. Cases per each material and related technology and middle outputs are provided to identify any potential risks and solutions.
Phase 3	The intern will be closely following the engineers and technicians observing how the mechatronics are operated. The participant will be having training simulations, design configuration manuals on machinery used to transform the raw materials into automobile components which will assist the training. The supervisor will offer feedback to the participant based on his/her performance. The supervisor will offer feedback to the participant based on the performance.
Phase 4	The intern will be receiving maintenance training tasks based on through real cases of inspecting the completed products to discover any defective products, need for updates and support developing solutions with the technicians. The supervisor will offer feedback to the participant based on the performance.
How will the Trainee/Intern's acquisition of new skills and competencies be measured?	
Phase 1~4	Regular meetings will be held to monitor the participant's progress during the phase. Supervisors and field managers from other departments will meet and discuss the participant's performance and offer feedback. The supervisor will call meetings to discuss

	the participant's performance with field managers as needed.

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B. Participant (Candidate) Information – Resume required

No.	Information	Description
01	Category (Intern/Trainee)	Intern
02	First Name	
03	Last Name	
04	Middle Name	
05	Gender	
06	City of Birth	
07	Country of Birth / Nationality	
08	Date of Birth	
09	Passport Number	
10	Passport Expiration Date	
11	Email Address	
12	Phone number	
13	Skype ID or any other internet phones	
14	Current Address (postal code is required)	
15	English Proficiency (TOEIC, TOEFL, IELTS)	
16	Field of Study	
17	Work Experience (If Any)	
18	Type of Degree	
19	Date Awarded (Graduation Date)	
20	Have you ever received a J-1 Visa to enter the US? If yes, how many?	
21	If you answered yes to the above question, please list the type(s) of program(s), the J-1 sponsor(s), the host organization(s), the city or cities, the state(s), and the dates of DS-2019.	
22	Have you ever been denied entry into the US?	
23	Have you ever been arrested and/or convicted of a crime in your home country?	
24	Emergency Contact Name and Relationship	
25	Emergency Contact phone/email	
26	Emergency Contact Address	
27	Name of school	
28	School website	
29	Major	
30	School (date of entry)	
31	School (date of exit)	
32	Degree or certificate	
33	Name, phone, email of the school advisor	

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