

Interview

1. Which department do you belong to? What is your job title?

R&D; Process Engineer / Chemical Engineer

2. What communication tools do you use to communicate with your colleagues, leaders, or subordinates?

Direct communication: interphone, E-mail (Outlook); Netphone Client; what's app
Interphone>telephone>Mail>Conference>F2F> What's app

The interphone: mainly used at various sites in the production process.

The telephone: used for emergencies during production, or when there are more contacts on business trips, or in cases of anxiousness.

Mails: Used for more formal communication, such as when a document needs to be sent.

What's app: used for contacting foreign suppliers or customers

3. How often is the meeting held?

4 – 5 times per week

4. Who attends the daily meeting? Will your superiors participate in daily meetings?

Mostly are technical colleague for production -, R&D- and quality controlling department

Yes, they will

5. Where do you usually discuss group work?

In meeting room

6. The purpose of the meeting? (For example: work assignment, last month performance discussion, work adjustment)

To report the R&D processing; analyze some issues during production; how to optimize production; to make appointment with certain relevant institute to test for product certificate and determine the required mechanical properties; to analyze the mechanical properties after test. To talk about next test with suppliers; to talk

about test results with suppliers after test

7. If the group has a disagreement, how do you usually resolve it?

Try to communicate with colleagues in the meeting, everyone states their own ideas or they give the reason if necessary. At last, the leader will determine a most appropriate final conclusion

8. Do you think it is necessary to hold a meeting? Will it inspire you or make you more aware of your work?

Yes, quite necessary. A meeting is quite helpful to understand my working process and to make me quite clear in which direction do I go further or work for next step

9. If you think the instructions given by your superior are incorrect, will you follow the superior's order? If not, what would you do?

It depends. If he would persuade me, I would follow him without any doubts. In opposite I would follow my idea. If in between, no one could be persuaded, I would do as his instructions some time, after that to check whose ideas more practical.

10. Do you have any opportunity to communicate with senior leaders? Will they listen to you? Can you get feedback from them?

Yes, quite a lot. My supervisor is our technical factory manager, who supervises me directly. If any question, just communicate directly. He always would like to hear me, because I can bring him some fresh and interesting ideas as a fresh graduated.

Always receive the first-hand feedback

11. Will the company conduct employee opinion surveys/questionnaires? No

12. Do you think you have the opportunity to obtain good learning and development opportunities?

Yes. Our company is a manufacturing industry, but I focused on chemical engineering during my study. During working with operators, I learned how to operate the production line and understand machinery better.

Development opportunities are quite available. My position in the company is relatively high, and the superior offers me a very high freedom, so my own ideas

will basically be accepted and implemented. I also maintained a good relationship with colleagues and learned some soft skills for example communication

13. Is there any job/staff training? Yes, irregular technical training
14. How do you evaluate the current communication environment within the company?
(1 - very good, 2 - good, 3 - not bad, 4 - bad)

2 - good

15. Do you have any suggestions for improving work efficiency/communication efficiency? What is it?

Enhance work efficiency:

- 1) Communicate with colleagues and solve problems in time
- 2) Focus on doing one thing instead of changing the working content every time
- 3) Bonuses, if who works efficiently, bring interest to company or even solve problems, he deserves the additional bonuses

Communication efficiency:

- 1) in a short brake, such as lunch break, to talk with colleagues to learn about their work progress.
- 2) Have a beer with colleague in free time.
- 3) Company organizes some regular events such as go for an outing or cooking together within working group