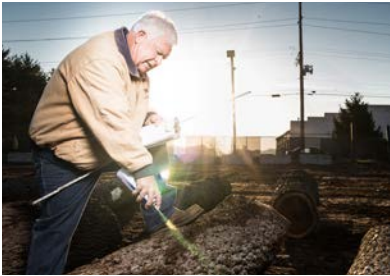




## M. Bohlke Veneer Corp. Internship & Apprenticeship

As an intern/apprentice at M. Bohlke Veneer Corporation, you will embark on the exciting journey of learning multiple sectors of the high-end veneer & lumber industry. By completing several short stints, you will spend time in each department of operations learning important information about our operations, the industry and business in general.



### Departments and Skills Acquired

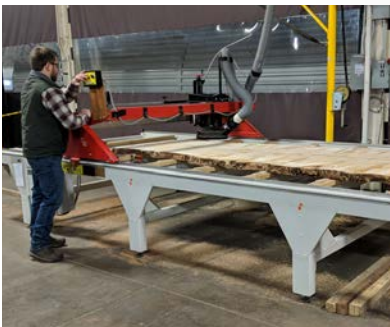
**Log Procurement & Log Yard:** Visit the woods with our buyers to inspect standing timber and felled logs. Learn about what classifies a tree as veneer vs. lumber, learn different species & their characteristics and spend time on the Log Yard re-classifying the logs for production or resale.



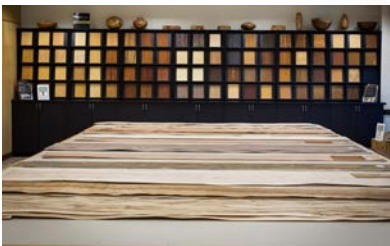
**Veneer Production:** Work in the veneer mill in each production area to learn how veneer is made, how veneer machinery works, and learn production techniques to maximize yield and cutting quality. Spend a day in each of the sawmill, log preparation area, slicing department, drying department and clipping lines.



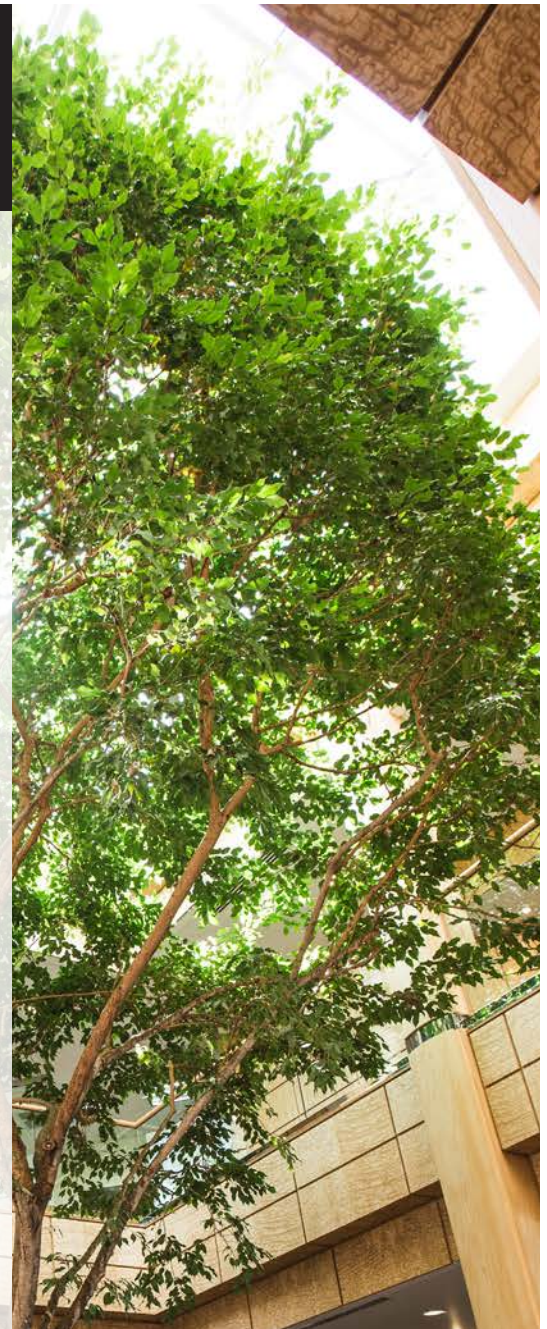
**Veneer Grading & Sales:** Spend time in the warehouse learning about how veneer is graded and classified. Learn how we prepare material for clients, customer inspections and pick & ship orders. Follow the process of a sale from veneer prep to loading of the truck. Experience the order process in our SAP order entry system.



**Splicing and Lumber:** Learn the secondary processes of our veneer production by understanding how we stitch together veneer to make sheet goods for plywood. See our other cut-to-size and specialty products we make. In addition, spend time in our rapidly growing exotic lumber and slabs department. Help pull orders, grade lumber and saw, level and sand live edge slabs.



**Office, Marketing & Sales Support:** Learn about our inventory and costing systems. Assist invoicing and accounting in preparing documents. Spend time assembling marketing material to understand more about species and how we promote our products. Work in the sample room to pull, tape and price samples.



### M. BOHLKE CORP. SNAPSHOT

M. Bohlke Corp. is a world leader in architectural wood products.

We strive to provide our clients with the finest wood products that nature has to offer. Together, conscientiously and responsibly, we use one of earth's most beautiful resources to enrich the world around us.

Family owned and operated since 1966, we have led the veneer industry in many technological innovations. We are a dynamic, international company known for industry leadership, expertise and our hardworking team environment.

[mbveneer.com](http://mbveneer.com)

8375 N. Gilmore Road | Fairfield, OH







## M. Bohlke Veneer Corp. Internship & Apprenticeship

### What you receive

- A world class education from a 50+ year old industry leader in the world of timber, veneer and lumber production over just a matter of a few weeks.
- An internship completion certificate with a letter of recommendation upon successful completion of the internship.
- Pay of \$12.50/hour (1.5x overtime eligible).
- The fast track to full-time employment in the future.

### What we expect

- A self-starting individual who is driven to learn and asks questions
- Someone who is willing to work with their hands, get dirty and put in the hard work. There is no business attire for most of this program – our uniform is jeans, boots and flannel!
- A participant seeking an education or Bachelor's degree in Forestry, Business, Engineering or similar field.
- The participant must be punctual, respectful and communicative at all times.
- Each participant will be required to write a short report speaking about their experience and one operational project they believe could be improved within the company and how.

### The details

This is an 8-week program that can be stretched or shrunk accordingly based at management's discretion. Work hours are 7a.m.-4p.m. with a one hour lunch (6a.m.-2:30p.m. with 0.5-hour lunch for veneer manufacturing facility stint). Some overtime is possible, but not likely.

All participants must comply with all safety and PPE protocols when working in each department and are expected to follow the same rules as full-time employees with regards to company policy and cell phone use.

Participants will be classified as non-exempt part time employees and will not be eligible for health care coverage.

The program does not offer college credit for completion.

The participant must keep certain proprietary information such as customer info, veneer production methods, and other trade secrets completely confidential during the program and after the program's completion.



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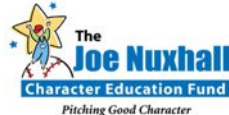
## M. Bohlke Veneer Corp. Internship & Apprenticeship

### 8-week schedule

- **Week 1** Log Yard, with at least 1 day in the field
- **Week 2** Veneer Manufacturing (MFG)
  - Day 1** Sawmill
  - Day 2** Log Preparation
  - Day 3** Slicers
  - Day 4** Dryers
  - Day 5** Clipping
- **Week 3** Veneer Warehouse
  - Day 1** Export
  - Day 2** Import
  - Day 3** Domestic
  - Day 4** Sales Support
  - Day 5** Shipping Dock
- **Week 4** Face & Lumber
  - Days 1-2** Face
  - Days 3-5** Lumber
- **Week 5** Corporate Office
  - Days 1-2** Inventory
  - Day 2** Invoicing, Accounting
  - Day 3** Sample Room
  - Days 4-5** Marketing
- **Weeks 6-7** Department Focus: Pick the department which will be the focus of your presentation. Begin finding facts, testing theory and recording.
- **Week 8** Presentation Week: Write presentation, presenting on the last Friday of the program.

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