



POSITION DESCRIPTION

Date: 2/2018

Human Resources (approval):

Senior Management (approval):

Position Title: CNC Machinist/Operator

EEO Category: Craft Worker (51-4041)

Reporting into Title: Engineering Supervisor

Business and Department: VPPE

Position Purpose/Summary: The CNC Machinist/Operator has overall responsibility for setup and machining parts using CNC equipment to meet the requirements defined by specifications, work instructions and direction of supervisors, inclusive of quality control. The CNC Machinist/Operator will perform tasks directly related to the machining of both production and prototype parts made of various materials, alloys, and engineering plastics. The work is job oriented, following specifications provided by the shop supervisor.

Direct Reports: None

Knowledge-Skills-Abilities (minimum)

Education: Minimum of High School diploma or GED

Experience (years and topics):

- Programming, set up and operation of CNC Mills-2yrs
- Lean Manufacturing experience
- Demonstrated competency using a variety of materials (primarily 6061, M1, MIC6 and 7075 Aluminum), including some plastics (Delryn), and high temp materials (Syntactic Foam).
- 2 -3 years Experience in a make to order/engineer to order shop environment.
- Able to develop required fixturing and tooling to perform everyday tasks.
- Knowledge and use of a diverse variety of precision measuring equipment
- Working knowledge of most machine shop equipment and their capabilities: mills, lathes, drills, surface and rotary grinders, and band saws.
- Ability to set-up and run-up complex jobs without supervision (programming done offline, but G code knowledge a plus).
- Able to develop programs, set-ups, and set-parameters on new/prototype parts with speed and precision.
- Machine Shop Math and Complex Blueprint reading skills.
- Self-motivated, focused, and results oriented
- Capable to keep pace in a very dynamic work setting
- Safety awareness and responsive



Technology/Software (years):

Communication:

- Communication skills in both English and Spanish (2nd Spanish preferred)
- Ability to communicate effectively with various levels of personnel

Physical Capabilities

Strength (lifting, dexterity, repetitive motion): Ability to lift up to 80 pounds.

Movement (standing, stopping, sitting, crouching, crawling): Ability to stand for long periods of time

Hearing (loud noise tolerance, quiet work area, public speaking, receive work direction): Reasonable capacity so as to accept work direction or training in a loud, busy environment.

Vision (judge distance, read signs, extended computer work, identify details): Reasonable capacity so as to perform job duties and understand work resources and work environment.

MISCELLANEOUS

Travel: N/A

Vehicle (own): N/A

Tools (own): N/A

Technology (own): N/A

Position Responsibilities-Tasks-Deliverables

An individual must be able to satisfactorily perform each essential duty listed below. The requirements listed are representative of the knowledge, skills, and/or abilities required. Reasonable accommodation may be made to enable individuals with disabilities to perform these essential functions.

All duties as assigned and the following specific activities.

- May set up, and operate powered machine tools such as CNC vertical machining centers, manual lathes and manual mills.
- Ancillary equipment, including grinders, band saws, and drill presses will be utilized as needed to meet the requirements of the project.
- Required at times to operate various hand tools, precision measuring equipment and associated gages and tooling.
- Tasked with preventative maintenance and housekeeping duties.



- May be required to assist in the maintenance and repair of other equipment within the plant.
- Interacts daily with various personnel levels such as Operations Manager, Engineering Supervisor, Production Supervisor; intermittent contact with Mold Finishing Dept, and other plant personnel involved in utilizing molds and prototype tooling produced by the machine shop.