

	JOB DESCRIPTION CODE:	JMA001
	REVISION DATE:	1/7/20

JOB TITLE: Machinist	SHIFT: 1st
DEPARTMENT: Production	SAFETY SENSITIVE: YES
REPORTS TO: Supervisor, Machine Shop	FLSA STATUS: Non-Exempt

POSITION PURPOSE:
Produce machined parts by programming, setting up, and operating a computer numerical control (CNC) machine.

ESSENTIAL DUTIES & RESPONSIBILITIES:
<p>Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.</p> <ul style="list-style-type: none"> • Programs mills and lathes using G-Code or conversational programming format or pull from DNC server. • Operate CNC machines safely. • Maintain a clean work area. • Work Independently. • Follow machining departments work instructions and procedures. • Accurately complete all paper work associated with the position. • Read, understand, and comprehend basic blueprints and drawings. • Move and position materials with crane and lifting devices • Prioritize work assignments based on department schedule • General maintenance of all equipment associated with the operation of the CNC machines. • Perform all necessary quality checks during production and follow procedures when defective parts are discovered • Perform a variety of duties including grinding, deburring, cleaning of parts, cutting and removal of scrap. • All other tasks as assigned.

KNOWLEDGE / SKILLS / ABILITIES:
<ul style="list-style-type: none"> • Knowledge of reading blueprints and measuring equipment. • Calculate dimensions and tolerances using knowledge of mathematics and instruments such as micrometers and dial or digital calipers. • Knowledge of arithmetic, algebra and geometry. • Knowledge of raw materials, production processes and quality control. • Knowledge of machines and tools. • The ability to adjust the controls of a machine quickly and repeatedly to exact positions • Watching gauges, dials, or other indicators to make sure the machine is working properly. • The ability to concentrate on a task over a period of time without being distracted. • A good understanding of basic mathematics. • Accurately complete all paper work associated with the position.

QUALIFICATIONS / PRIOR EXPERIENCE:

- High School Diploma or equivalent
- 2 + years Machining experience.
- Trade school or Vo-Tech

WORK ENVIRONMENT:

The work performed is in a non-climate-controlled facility with moderate noise levels that exceed OSHA limits requiring a hearing conservation program.

- Must be able to lift 25 – 50 lbs.
- Must be able to walk, talk, sit, stand, and communicate verbally continuously throughout the scheduled shift.
- Ability to work overtime when necessary

The above statement reflects the general details considered necessary to describe the principal functions of the job identified, and shall not be construed as a detailed description of all the work requirements that may be inherent in the job.

MANAGER.SUPERVISOR APPROVAL:

TYPE OR PRINT NAME	TITLE	SIGNATURE

Employee Signature

Date