JOB TITLE: MACHINE OPERATOR

DEPARTMENT: MACHINING
REPORTS TO: MACHINE SHOP SUPERVISOR

DESCRIPTION: *One or more of the following tasks may be assigned:*

Be familiar with Basic CNC Machining Functions & Operations
Zero Out Machine Axis on CNC Milling Machine
Required to read and understand Routings and Set-Up Sheets
Ability to Load and Unload parts in fixture / vice correctly
Monitor Machining Cycle in order to address issue
Ability to tear down machine set up at end of job
Understand and use basic Machine Shop language and/or terms
Required to maintain the machines, including:

1. Change the coolant
2. Check the oil levels
3. Add the correct oils.

Required to inspect parts using Verniers, Micrometers, Calipers, Height Gages and similar equipment
Required to read and understand Basic Blue Prints using the Key Dimension Check List
Required to fill out Routings for tasks completed
Required to fill out Production Log sheets
Required to move completed parts to appropriate locations

SKILLS REQUIRED:

Read and write English
Able to do Basic Math (Add, Subtract, Multiply, Divide)

EXPERIENCE REQUIRED:

CNC machine experience preferred
On-The-Job Training as appropriate

TRAINING REQUIRED:

None. (Training provided on the job)

EDUCATION REQUIRED:

High School Diploma or GED

APPROVED: APPROVAL DATE

Matt Greene 06/06/2017

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