

# JD-026 Manual Machinist -Accessories

Reviewed by: Quality Manager Approved by: General Manager Revision: 0 12/1/2022

Page 1 of 1

# Job Description

#### **Job Summary:**

The Manual Machinist is responsible for setting up, operating, and maintaining a variety of machines and tools to produce precision parts, tools, and fixtures. This includes using traditional machining. The Machinist is also responsible for ensuring that all parts are produced to the correct specifications and for troubleshooting and resolving any issues that arise.

### **Key Responsibilities:**

- Set up, operate and maintain a variety of machines and tools, including CNC lathes, mills and grinders
- Use precision measuring instruments such as micrometers and dial indicators to ensure that all parts are produced to the correct specifications
- Troubleshoot and resolve any issues that arise, such as machine malfunctions or tooling problems.
- Collaborate with other departments, such as engineering and quality control, to ensure that machining operations are aligned with production and quality goals
- Continuously improve and optimize machining processes and procedures
- Maintain a clean and organized work area, including performing regular maintenance on machines and tools
- Follow all safety procedures and regulations
- Work with other team members to improve overall quality and efficiency of the shop

### **Qualifications:**

- High school diploma or equivalent, with a technical degree or certification in machining or related field is preferred
- Minimum of 2 years of experience as a machinist, with experience in finishing and tooling operations is required
- Strong knowledge of machining principles and techniques.
- Strong knowledge of precision measuring instruments, such as micrometers and dial indicators
- Strong analytical and problem-solving skills
- Strong attention to detail and ability to identify defects
- Strong communication and interpersonal skills
- Strong organizational and time management skills
- Must be able to work independently and as part of a team
- Must be able to use machining software
- Must be familiar with industry regulations and compliance
- Experience in the relevant industry is a plus
- Familiarity with CAD/CAM software is a plus