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## **PFI Precision Machining Position Description**

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**POSITION TITLE:**

CNC Set Up Machinist and Operator

**POSITION REPORTS TO:**

VP Engineering, CNC Dept. Supervisor

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**BASIC FUNCTIONS OF THE POSITION:**

Must be able to read a blue print and follow processing instructions to setup, operate, and manufacture parts to production rates and quality standards.

**ESSENTIAL FUNCTIONS OF THE POSITION:**

- 1) Set up and operate multiple Turning or Milling Machining Centers – (CNC Machines) involving intricate tooling in a wide range of close tolerance applications.
- 2) Assist in devising methods of machining new and difficult jobs.
- 3) Regrind cutting tools when needed.
- 4) Instruct others.
- 5) Diagnose and correct problems of basic to medium difficulty, quickly and efficiently.
- 6) Make programming and job improvements.
- 7) Maintain production rate as documented in the process instructions.
- 8) Perform other duties as requested.

**ADDITIONAL FUNCTIONS/RESPONSIBILITIES:**

- 1) Assist, as needed, in other functional areas of machining.
- 2) Work greater than 40 hours per week – may be during weekday or weekend hours.
- 3) Needs to provide own transportation to and from work assignment.
- 4) Provide optimal quality of service to all customers – internal and external.
- 5) Perform routine maintenance on machine as assigned.
- 6) Utilize personal and assigned tools to perform work assignment.

**MINIMUM EDUCATION, KNOWLEDGE, AND EXPERIENCE:**

- High school diploma or GED
- Prior manufacturing experience helpful

- Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent

**BEHAVIOR TRAITS:**

- Ability to follow instructions and work in a positive, supportive, cooperative manner
- Ability to work harmoniously with others as part of a work team
- Ability to lead others effectively
- Ability to communicate effectively with customers
- Ability to perform functions safely, effectively, and efficiently
- Ability to handle multiple priorities and respond to multiple customers (internal and external)

**PHYSICAL REQUIREMENTS:**

Fingering:	Frequent
Grasping:	Continuous
Hearing:	Frequent
Repetitive Motions:	Frequent
Sitting:	Occasional (approx. 2-4 hours per day)
Speaking:	Frequent
Standing:	Continuous (approx. 6-12 hours per day)
Lifting:	Frequent (45 pounds); Occasional (70 pounds)
Walking:	Frequent (approx. 2-4 hours per day)

**AUDIO/VISUAL REQUIREMENTS:**

Terminal/Screens:	Occasional
Discern Colors:	Frequent (traffic signs/lights, etc.)
Depth Perception:	Frequent
Near/Far Vision:	Frequent
Sufficient Vision:	Continuous

**ADVERSE ENVIRONMENTAL CONDITIONS – Rare**

**COMMUNICATIONS:**

Orally Converse:	Frequent
Written:	Frequent

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