



Swiss Machinists 2nd Shift

Date:	January 21, 2019	Job Family:	Technical/Production
Department:	Manufacturing	Job Group:	Production
Reports to:	Supervisor of Production	OT Status:	Non- Exempt
Location:	Monticello, MN	Relocation Available:	No
Openings:	Full Time 2 nd Shift Monday-Thursday 4:30PM-3:00AM		

Job Summary

The Machinist is responsible for the daily operation of the machines in their area (Milling, Turning, Mill/Turn, Swiss, and EDM) and the quality of the end product.

Essential Functions

The primary duties and responsibilities of the Machinist consist of but are not limited to:

- Operation of machines in one machining department
- Perform simple setups of machines in area
- Perform in process inspection of machined products (including documentation of results)
- Complete and maintain paperwork for parts
- Complete secondary operations i.e. deburr, polish, etc. in cycle time per print and process
- Ability Read and interpret prints
- Troubleshoot with the support from a Level III or IV Machinist, Supervisor or Engineer
- Perform total productive machine maintenance
- Maintain balance when completing machine set-up, production, and maintenance duties
- Continuous use of hands and upper extremities in fine and gross manipulation using various wrist positions and grip/pinch spans to operate equipment, push buttons, carry boxes, push carts, etc.
- Frequent grip with tools requiring torque to tighten machine parts
- Lifting parts/tools
- Prolonged standing with occasional twisting (80-90% of the workday)
- Able to lift up to 70lbs
- Must be able to meet customer demand requirements for performing visual inspection and/or other product acceptance activities with or without accommodation
- Exhibit a working knowledge of health and safety, responsible for safety awareness, while upholding and improving the culture of safety within the organization. Identify opportunities for improvement and take action if appropriate, before a problem occurs. Report potential hazards, unsafe working conditions, unsafe equipment, unsafe acts, and injuries immediately
- Other tasks as assigned

Qualifications

- Minimum Requirements - High School diploma or equivalent

- Two-year certificate in machine trades preferred
- 0-2 years of experience in CNC machining

Accountabilities

- Detects and reports defective materials or questionable conditions to the department manager
- Perform to established production standards
- Maintain work area and equipment in a clean orderly condition and follows prescribed safety procedures at all times

Authorities

- Stop the machine or process if safety, quality, or productivity standards are compromised

Competencies

- Able to read and interpret blueprints, use simple math to perform basic calculations, and use hand-held measuring tools
- Basic understanding of GD&T
- Demonstrated knowledge of SPC
- Understanding of tools required to check product to guarantee part quality
- Experience using manual inspection equipment
- Knowledge of CMM & VCMM
- Strong mechanical aptitude
- Demonstrated quality record
- Excellent attention to detail
- Strong written and verbal communication skills
- Proficient in various computer software applications such as MS Word, Excel, and Outlook
- Excellent problem-solving skills
- Able to work efficiently with minimal supervision
- Able to work both independently and as a team
- Self-starter with great analytical skills

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