



Approved: 01/03/2017

Job Description

Job Title: Machinist III

Non-Exempt

Full Time

Job Summary

The Machinist Level III will produce product through individual contribution and by leading and mentoring others in the same department using CNC milling, turning, grinding, or sawing equipment to P&F standards and customer specifications.

Essential Functions:

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

In addition to Machinist Level II

- Assume responsibility for projects
- Review & approve setup sheets for level I and II machinists
- Design & build of work holding and fixtures
- Aid in the selection of tooling
- Establish feed and speeds
- Program a machine both on and off-line
- Complete setup & in-process inspection verifications
- Mentor and train employees

Qualifications:

- Education
 - Graduate of High School (Minimum)
- Background
 - 3 to 7 years of experience

Accountabilities

- Facilitate a continuous improvement culture
- Foster a team oriented quality ownership culture
- Ensure compliance to QMS requirements
- Ensure projects that he/she has setup and handed off, or are running for efficiency, quality and delivery times.
- Produce product to P&F processes and customer specifications
- Quantifiably ensure compliance of dimensional accuracy of a parts & materials
- Ensure visual requirement compliance of parts and materials

- Ensure identification & containment of all suspect / nonconforming product.
- Communicate areas of concern and opportunities for improvement as it relates to productivity and quality issues
- Accurately document quantities and complete transactions
- Ensure completion of projects in accordance with established quality goals and timelines

Authorities

- Stop processes & shipments due to quality concerns if necessary
- Communicate to Management issues with product and process conformance
- Nonconforming of product
- Make offset changes
- Edit programs
- Complete 1st piece approvals for level III and lower personnel

Competencies

- Intermediate understanding of GD&T
- Ability to accurately perform duties while meeting productivity expectations
- Ability to keep accurate records
- Ability to follow written and verbal instructions
- Ability to generate & follow documented procedures and standards
- Ability to interpret feature of size requirements on blue prints
- Supervise the operation of the CMM and other automated inspection equipment
- Attention to detail
- Ability to operate a computer
- Ability to mentor and train others
- Lifting requirements: up to 50 lbs without crane
- Prolonged standing and walking for up to 10 hours