



Job Description

Machinist III
Non-Exempt
Full Time

Job Summary:

Machinist Level III will produce products 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 consists of but are not limited to:

- Level II Machinist duties and responsibilities.
- Review and approve setup sheets for Level I and II Machinists.
- Aid in the selection of tooling.
- Establish feed and speeds.
- Design and build of work holding and fixtures.
- Complete setup and in-process inspection verifications.
- Perform GD&T inspection of parts using a variety of mechanical gages.
- Program a machine both on and off-line.
- Assume responsibility for projects.
- Effectively retain program in accordance with P&F procedures.
- Mentor and train employees.
- Maintain a clean and organized work area.
- Perform other tasks as directed by supervisor.
- All essential functions must be performed in an efficient manner.

Accountabilities:

- Facilitate a continuous improvement culture.
- Facilitate an efficient culture.
- Foster a team-oriented quality ownership culture.
- Ensure compliance to QMS requirements.
- Ensure quality and delivery objectives are met.
- Produce product to customer specifications using P&F approved processes.
- Ensure compliance with rules, regulations and laws related to areas of responsibility.
- Ensure projects are efficiently running according to established quality standards and delivery timelines.
- Quantifiably ensure compliance of dimensional accuracy of parts & materials.
- Ensure visual requirement compliance of parts and materials.
- Ensure identification, containment and reporting of all suspect / nonconforming products.
- Communicate areas of concern and opportunities for improvement as it relates to productivity and quality issues.
- Accurately document job quantities and complete transactions.
- Understands that attendance and punctuality affect team morale.



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Authorities:

- Stop processes and shipments due to quality concerns if necessary.
- Communicate to management issues with product and process conformance.
- Nonconforming of product.
- Make offset changes.
- Edit programs.
- Suggest process improvements.
- Complete 1st piece approvals for Level I and Level II Machinist.

Competencies

- Intermediate understanding of GD&T.
- Generate and follow documented procedures and standards.
- Interpret feature of size requirements on blueprints.
- Supervise the operation of CMM and other automated inspection equipment.
- Effective user of ERP system and Microsoft Office software.
- Ability to keep accurate records.
- Ability to work independently and accurately perform duties in a fast-paced environment to assure delivery requirements.
- Strong attention to detail.
- Must demonstrate superb problem-solving skills.
- Excellent communication skills both verbal and written.

Qualifications:

Education:

- High school diploma (required).

Background:

- 3 to 7 years of manufacturing machining experience.