



# CNC Machinist

## **Classification**

Non-Exempt

## **Reports To**

Manufacturing Supervisor

## **Date of Last Position Description Review**

01-25-2018

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## **Job Description**

### **Position Objective**

The operations manager position manages local scheduling and real-time operations that facilitate the maximization of resources (human and automated) to achieve customer satisfaction, productivity, schedule adherence and economic goals.

### **Essential Functions**

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Prioritize safety and quality in a fast-paced production environment.
- Manage their time effectively and be flexible to meet production needs/schedules among changing priorities.
- Understand and apply the best practices to complete a part.
- Hold tight tolerances, and use precision measuring instruments to perform first piece inspections.
- Understand and utilize Machine Shop Math, and decipher angles, dimensions, tolerances, etc.
- Proactively and reactively resolve issues by effectively using available resources.
- Performs other duties and responsibilities as required or requested.
- Work with a variety of materials, including: aluminum, titanium, steel and composite.

### **Key Competencies**

- Load and square material.
- Read, review and interpret CNC program blueprints.
- Operate 3, 4 and 5 Axis machines.

- Deburr and inspect parts.
- Consistently produce quality to specifications and quality standards.
- Maintain a clean, safe workplace and adhere to safety policy.

### **Supervisory Responsibility**

This position has no supervisory responsibilities.

### **Work Environment**

This job operates primarily in the shop environment, and in an office environment. This role routinely uses standard office equipment such as computers, phones, photocopiers, filing cabinets and fax machines. While performing the duties of this job, the employee is occasionally exposed to fumes or airborne particles, moving mechanical parts and vibration. The noise level in the work environment and manufacturing sites can be loud. Requires wearing appropriate PPE in certain areas of the workplace.

### **Physical Demands**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

While performing the duties of this job, the employee is regularly required to talk or hear. The employee frequently is required to stand; walk; use hands to handle or feel; and reach with hands and arms. The employee is occasionally required to sit; climb or balance; and stoop, kneel, crouch or crawl. The employee must occasionally lift and/or move up to 40 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus.

### **Position Type**

Full-Time, Permanent

### **Expected Core Hours/Days of Work**

Expected core hours of work are 7 a.m. to 4 p.m., Monday through Friday. Evening and weekend work may be required as job duties demand.

### **Travel**

Travel is primarily local during the business day, although occasional out-of-the-area and overnight travel may be expected.

### **Required Education/Experience**

Requirements may be waved at the discretion of the CEO.

- High School Diploma or General Equivalency Diploma (GED).
- Minimum of seven (7) years of CNC Machinist experience required
- Firm grasp of Machine Shop Math.

- Experience using precision measuring instruments.

**Preferred Education/Experience**

- Ten (10) or more years CNC Machinist experience preferred.
- Technical or trade school certifications/diplomas preferred.

**Additional Eligibility Qualifications**

Relevant training certifications in industry topics helpful.

**Work Authorization/Security Clearance**

Must qualify for EAR, ITAR clearances, and or/be a U.S. person.

**EEO Statement**

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AE Management Co., and Etezazi Industries, Inc., expressly prohibit any form of workplace harassment based on race, color, religion, gender, sexual orientation, gender identity or expression, national origin, age, genetic information, disability, or veteran status. Improper interference with the ability of AE Management Co.'s and Etezazi Industries, Inc.'s, employees to perform their job duties may result in discipline up to and including discharge.

**Other Duties**

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.

**Signatures**

This job description has been approved by all levels of management:

_____ Manager Name (Printed)	_____ Manager Signature	_____ Date
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_____ HR Manager Name (Printed)	_____ HR Manager Signature	_____ Date
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_____ Employee Name (Printed)	_____ Employee Signature	_____ Date
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