



CNC Programmer

Classification

Exempt

Reports To

Programming Manager

Date of Last Position Description Review

01-25-2018

Job Description

Position Objective

Produce programs—using CAD/CAM, CATIA V5, NX and Vericut software—in a timely manner using established processes and procedures, while staying current with new tooling and programming practices.

Essential Functions

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

- Create efficient CNC programs and fixtures varying in complexity and scope for 3, 4 and 5 Axis machines.
- Produce programs in a timely manner using established processes and procedures, while staying current with new tooling and programming practices.
- Effectively and efficiently use CAD/CAM, CATIA V5, NX and Vericut software.
- Create and troubleshoot complex toolpaths for 3, 4 and 5 Axis machines.
- Interpret manufacturing drawings and specifications.
- Partner with other departments to ensure effective communication with all departments involved in the production process.
- Deliver quality service on time and under budget through effective planning and time management.

Key Competencies

- Technical Capacity.
- Problem Solving/Analysis.
- Customer/Client Focus.

- Decision Making.
- Project Management.
- Communication Proficiency.
- Teamwork Orientation.
- Collaboration Skills/Leadership.

Supervisory Responsibility

This position has no supervisory responsibility.

Work Environment

This job operates in a professional office environment. This role routinely uses standard office equipment. Occasionally this job may require time spent in areas that require donning PPE.

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 30 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 8 a.m. to 5 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 waived at the discretion of the CEO.

- Minimum of an Associate's degree in Technical, Manufacturing or Engineering studies, or a minimum of 5 (five) years of Programming/Machining experience.
- Ability to work in a team environment, and with minimal supervision.
- Strong interpersonal, verbal and written communication skills.

Preferred Education/Experience

- Working knowledge of machining and industry operations.
- Strong communication skills.
- Strong leadership skills.
- Familiar with ERP system.

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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