



## CNC Machinist

**Reports To:** Machinist Supervisor  
**Status:** Hourly

**Revision Date:** 11/03/2020  
**Department:** Machining

### **Position Overview:**

The CNC machinist will have a well-developed mechanical aptitude and the ability to correctly use precision measuring instruments.

### **Job Functions and Qualifications:**

- Operate machines such as lathes, grinders drilling and milling machines.
- Reviews drawings, instructions, blueprints or samples to ensure accurate production.
- Use measurement and math skill to ensure quality of precision of projects
- Use forklifts/overhead cranes and other lifting/moving devices to maneuver projects
- Selects appropriate machine and settings for a given task.
- Plans proper sequence of tasks to complete the assignment.
- Monitors production, adjusting feed and other settings as necessary.
- Maintains inventory of completed products.
- Checks output for quality assurance and documents or discards defects.
- Identifies need for and performs machine maintenance and minor repairs.
- Maintains a safe and clean workstation.
- Communication with Shop Foreman/Engineers and Project Managers.
- Contributes to team effort by accomplishing related tasks as needed.
- Other tasks as assigned/required.

### **Essential Functions:**

- Must be able to work in shop floor environment, able to sit, stand, balance, stoop, kneel, walk and use fingers to feel objects, tools and controls.
- Frequent lifting of up to 40 pounds
- Hours for position are dictated by workload and may require more than a typical 40-hour week.

### **Education/Experience:**

- Previous experience and certifications are preferred
- High school graduate or equivalent

### **Compensation:**

- This is a full-time, performance-based position; wages are commensurate with skills and experience.
- Medical, vision, dental, life insurance, short term disability, 401K and profit-sharing plans are available upon completion of 60 days of employment.

Employee Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Employee Name (printed): \_\_\_\_\_

Date of Hire: \_\_\_\_\_