



CNC Operator- Milling

Job Description

JOB INFORMATION

Job Family	Manufacturing
Sub-Family	Machine Operating
Job Title:	CNC Operator- Milling
Job Code:	79657
Alternate Title	Milling Operator
Version Date:	7/21/2020 1:56:42 PM
Salary Grade:	
Category	Manufacturing
Department:	Milling
FLSA Classification:	Non-Exempt
EEO Code:	Craft Workers
Job Level:	Individual Contributor

JOB SUMMARY

Produces Machined Parts by entering CNC (computerized numerical control) instructions; setting tool registers, offsets, compensation, and conditional switches; installing and adjusting jaw chucks, tools, attachments, bushings, cams, gears, stops, and stock pushers; indicating vices; trammng heads; measuring positions, first-run part, and sample workpieces.

Essential Functions

Essential Function	% TIME
Operate CNC milling machine in the production of aerospace, defense, oil, commercial, and industrial parts.	60%
Closely monitor for problems in the production process and check the accuracy of the finished piece against drawings using calibrated measuring tools.	15%
Processes shall include the following; set-up machines, understand CNC programs, in-process verification checks of products, able to utilize inspection equipment, understanding the basics of drawing interpretation.	15%
Provide daily support to the production and quality departments of products being processed and report any adverse findings to supervision.	5%
Stay current on machining technology by learning new techniques and learn how to operate new machines.	5%

Additional Responsibilities

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- Have knowledge in Foreign Object Damage processes.
- Oversee machine maintenance: monitor coolant levels and chip buildup; clean chips off the floor and work area.
- Problem solve and make decisions on ways to decrease cycle times and efficiency of setups.
- Apply calibration techniques and maintenance.
- Able to maintain a quality management system in compliance with ISO 9001 and AS9100.
- Completion of process sheets and any relative product documentation.
- Work as a team in the machine shop with inspection, engineering, and other departments.
- Inspect for quality in all aspects of various tasks.

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education

High School Diploma	High School graduate or GED or satisfactory completion of an on-the-job training period.	Required	
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Work Experience

3 years or more	Must have a minimum of three years in a fast-paced manufacturing environment and be flexible to changes on a short notice.	Required
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Skills

Proficient in the use of CNC precision mill machines for cutting, sawing, knurling, drilling, and deformation of various of raw/ manufactured materials such as (but not limited to) Inconel, magnesium, titanium, stainless steel, aluminum, nickel, brass, forgings, and castings.	High
Familiar with industrial tools, machinery, and manufacturing procedures.	High
Detail-oriented, knowledge of shop math, machining, computers, communication, quality, safety, and team/independent working.	High
Familiar with applicable customer requirements and standards.	High
Possess material properties knowledge.	High
Must have a minimum of three years in a fast-paced manufacturing environment and be flexible to changes on a short notice.	High
Must be dependable, able to work independently with a minimum of supervision and possess strong work ethics to accomplish tasks accurately and in a timely manner.	High
Familiar with the ISO 9001, AS9100 and industry standards.	High
Have knowledge in the following QMS documents; QP 5.2 Policy, QP 6.1 Risk, QP 6.2 Quality Objectives, QP 7.1 Support, QP 7.5 Documented Information, QP 8.1 Operation, QP 9.2 Internal audits, QP 9.3 Management Review and QP 10.1 Improvement.	High
Able to maintain a tidy work station.	High
Visual- Ability to distinguish between colors and hues.	High
Must be proficient in English language skills, both oral and written and have basic computer literacy skills working with PTD documents.	Low
Adhering to industry safety standards on the shop floor.	High

PHYSICAL DEMANDS/WORKING CONDITIONS

Physical Demands

Physical Demand	NA	Rarely	Occasionally	Frequently	Constantly	Weight
Standing					X	
Walking				X		
Sitting				X		
Lifting				X		25 lbs
Carrying				X		25 lbs
Pushing				X		25 lbs
Pulling				X		25 lbs
Climbing			X			
Balancing			X			
Stooping			X			
Kneeling			X			
Crouching			X			
Crawling			X			
Reaching					X	
Handling					X	
Grasping					X	
Feeling					X	
Talking					X	
Hearing					X	
Repetitive Motions					X	
Eye/Hand/Foot Coordination					X	
Close and Distance Vision				X		

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

Working Environment

<i>Working Condition</i>	<i>NA</i>	<i>Rarely</i>	<i>Occasionally</i>	<i>Frequently</i>	<i>Constantly</i>
Extreme cold	X				
Extreme heat	X				
Humidity			X		
Wet			X		
Noise					X
Hazards					X
Temperature Change			X		
Atmospheric Conditions	X				
Vibration					X
Other	X				

TRAVEL REQUIREMENTS

<i>Travel Type</i>	<i>Percentage</i>
Domestic	5%

Valid Driver's License Required

<i>Yes/No</i>	<i>Reason for Drivers License</i>
Yes	Reliable transportation to and from work.

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Functional Competencies

<i>Competency</i>	<i>Level</i>	<i>Competency Description</i>
Analytical Thinking	3. Mid	Diagnoses issues using a systematic and methodical approach.
Business Impact	2. Novice	Responsible for the team meeting goals and objectives.
Collaboration	6. Expert	Develops, maintains, and reinforces alliances internally and externally to create a mutual benefit.
Communication Skills	4. Experienced	Advanced communication skills used to lead a team.
Company Knowledge	5. Senior	Understands how the functions integrate into the division and the strategic concept behind the corporate goals.
Functional Knowledge	4. Experienced	Expertise in his/her discipline and understands these concepts in other disciplines.
Job Impact	3. Mid	Department.
Influence	3. Mid	Seeks support for functional projects within and outside the function.
Leadership Skills	1. Entry	Does not manage employees, but may mentor and/or train subordinates.
Managing Change	1. Entry	Implements changes provided by management.
Problem Solving	3. Mid	Arrives at a conclusion based on previous experiences and good judgment.
Strategic Responsibility	2. Novice	Contributes to strategy for his/her team.

SCOPE

Freedom To Act

Works is accomplished with limited direction. Determines and develops approach to solutions. Work is evaluated upon completion to ensure objectives have been met.

Problem Complexity and Problem Solving Timeframes

Provides resolution to a diverse range of recognizable complex problems. Analysis is required to identify root cause. Uses judgment within defined boundaries to develop alternate solutions, both long and short term. Problem/Task resolution timeframe: Inclusive of shorter timeframes, but typically the majority of tasks take three to six months to resolve.

People Management

Direct Resources Managed

Indirect Resources Managed

Impact

Failure to obtain results or erroneous judgments or recommendations would normally have serious results and may require substantial expenditure of resources to correct and / or achieve goals.

Contact with Others

Contacts are primarily within the department or function with occasional cross-functional interfaces. Some limited external customer contact on routine matters.

Financial Responsibility

Sales Revenue Target Responsibility

The incumbent does not currently have budgetary responsibilities