

# Employee Job Description

Job Title: Machinist



## Job Summary

Operate various machine tools to manufacture and repair mechanical assemblies.

## Qualifications

Preferred minimum level of education/experience: high school diploma or equivalent, trade school, vocational/technical school, military, or on-the-job machine shop training.

## Special Skills

Basic mechanical aptitude.

Ability to understand, perform, and retain various job-related training and operational and safety procedures demonstrated by supervisor.

Ability to work well with others in a team effort.

## Physical Abilities

To perform this job successfully, an individual must be able to:

- Frequently lift and/or move up to 50 pounds; talk and hear.
- Regularly lift and/or move up to 25 pounds; stand; walk; use hands to finger, handle, or feel and reach with hands and arms.
- Occasionally lift and/or move more than 100 pounds; climb or balance and stoop, kneel, crouch, or crawl.
- Clearly see 20+ feet with or without corrective lenses. Have ability for close vision, distance vision, peripheral vision, depth perception, and ability to adjust focus.

## Expanded Duties

Record all data necessary to produce expected service and/or design results, including sizings and illustrations.

Use measuring devices and techniques correctly to assure proper sizings.

Perform milling operations such as drilling, tapping, boring, and conventional milling and lathe work, using various engine lathes (e.g., horizontal and vertical mills and horizontal boring mills).

Balance mechanical assemblies using dynamic balancing equipment.

Perform various metalizing (metal spray) techniques as needed.

Understand materials and applications as required.

Perform various welding operations, including setup and use of MIG, TIG, torch, and stick welders.

Set up and perform tool-post grinding operations (e.g., precision surface facing), broaching procedures, and babbitt bearing work.

Use various hand-held and stationary power and non-power tools, including but not limited to: band saws, belt sanders, hand grinders, files, etc.

Lift, tighten, adjust, and/or secure heavy objects in order to perform work and/or to observe safety precautions.

Observe all safety procedures and use proper protective gear (especially eye and ear protection).

Keep work area neat and clean as directed by supervisor.

Assist other machinists in department with skilled or non-skilled duties as directed by supervisor or service center manager.

Assist other service center departments with skilled or non-skilled duties as directed by supervisor and service center manager.

Perform other skilled or non-skilled duties as directed by supervisor.