|  |  |
| --- | --- |
| **POSITION:** | CNC Machinist |

**Summary**: CNC Machinist is responsible for operating computer numeric controlled production equipment to produce quality parts.

**Essential Duties and Responsibilities include the following:**

1. Set up, operate machine tools, fits, and assemble parts to make or repair parts, mechanisms, tools, or machines.
2. Adjust to establish specifications or to correct faulty programming.
3. Monitor work to ensure that machine is not malfunctioning.
4. Make general decisions about quality, tolerances, and operation sequence.
5. Determine dimensions and tolerances of piece to be machined, sequence of operations and machines required by studying specifications, such as blueprint, sketch, damaged part, or description of part.
6. Plan and execute assignments using machine tools ranging from lathes to milling machines.
7. Utilizes precision measuring instruments to check accuracy of work.
8. Performs hand operations, such as filing, hand drilling, fitting, grinding, etc.
9. Set up and perform work on drill presses on a production basis where tolerances are controlled by tooling.
10. Manual machining as necessary
11. Vent polish and assemble as required.

**Work Relationship:**

Reports to: CNC Programmer

Supervises: NONE

Cooperates with teams: Tooling Department

**Qualifications:**

* To perform this job successfully, an individual must possess a high school diploma.
* Previous machine shop/ 3-5 years of CNC experience is required.
* Knowledge of Mastercam is highly preferred.
* Ability to complete set-up and modify programs.
* Good working knowledge of tools, blueprints, and drawings.

I understand my duties and will perform them to the best of my ability. I also understand that the above-mentioned duties are not inclusive and may require additional duties that may arise out of my employment with Pinnpack Packaging.

**Physical Requirements:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| ACTIVITY | NEVER  0 HOURS | OCCASIONALLY  Up to 3 hours | FREQUENTLY  3 – 6 hours | CONSTANTLY  6 – 8+ hours |
| Sitting |  | √ |  |  |
| Walking |  |  |  | √ |
| Standing |  |  |  | √ |
| Bending (neck) |  |  |  | √ |
| Bending (waist) |  |  |  | √ |
| Squatting |  | √ |  |  |
| Climbing | √ |  |  |  |
| Kneeling | √ |  |  |  |
| Crawling | √ |  |  |  |
| Twisting (neck) |  |  |  | √ |
| Twisting (waist) |  |  |  | √ |
| Hand Use: Dominant hand  Right Left |  |  |  | √ |
| Is repetitive use of hand required? |  |  |  | √ |
| Simple Grasping (right hand) |  |  |  | √ |
| Simple Grasping (left hand) |  |  |  | √ |
| Power Grasping (right hand) |  | √ |  |  |
| Power Grasping (left hand) |  | √ |  |  |
| Fine Manipulation (right hand) |  |  | √ |  |
| Fine Manipulation (left hand) |  |  | √ |  |
| {Pushing & Pulling (right hand) |  |  | √ |  |
| Pushing & Pulling (left hand) |  |  | √ |  |
| Reaching (above shoulder level) | √ |  |  |  |
| Reaching (below shoulder level) | √ |  |  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **LIFTING** | NEVER  0 HOURS | OCCASIONALLY  Up to 3 hours | FREQUENTLY  3 – 6 hours | CONSTANTLY  6 – 8+ hours |
| 0 – 10 lbs. |  |  |  | √ |
| 11-25 lbs. |  | √ |  |  |
| 26-50 lbs. |  | √ |  |  |
| 51-75 lbs. |  | √ With assistance |  |  |
| 76-100 lbs. |  | √ With assistance |  |  |
| 100 + lbs. |  | √ With assistance |  |  |
| **CARRYING** |  |  | V |  |
| 0 – 10 lbs. |  | √ |  |  |
| 11-25 lbs. |  | √ |  |  |
| 26-50 lbs. |  | √ |  |  |
| 51-75 lbs. |  | √ With assistance |  |  |
| 76-100 lbs. |  | √ With assistance |  |  |
| 100 + lbs. |  | √ With assistance |  |  |

**Product Safety:**

It is the intent, objective, and philosophy of Pinnpack Packaging, LLC to produce safe, legal, and quality products. Pinnpack makes every effort to ensure product conformity at each manufacturing step while maintaining a safe production environment and a workforce superior for the thermoforming of food contact packaging products. To ensure product safety, this position will:

* Adhere to Pinnpack’s GMP requirements.
* Advise employees to Pinnpack GMP requirements and counsel them to comply with Pinnpack’s product safety requirements and position specific product safety standards.

**Employee Acknowledgement**

I have reviewed this job description and I understand all my job duties and responsibilities. I can perform the essential functions as outlined.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_

Name Signature Date