|  |  |
| --- | --- |
| **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:**

Other duties may be assigned.

* Set up, program, and operate computer numerical controlled machines that automatically mill, punch, drill, broach, or ream metal parts.
* Adjust adhere to establish specifications or to correct faulty programming.
* Monitor work to ensure that machine is not malfunctioning.
* Make general decisions about quality, tolerances, and operation sequence.
* Set up, operate machine tools, fit, and assemble parts to make or repair metal parts, mechanisms, tolls, or machines.
* 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.
* Plan and execute assignments using machine tools ranging from lathes to milling machines.
* May operate computer console or computer-controlled machine.
* Utilizes precision measuring instruments to check accuracy of work.
* Perform repetitive milling operations on a production basis, such as slotting and straddling milling where close tolerances require exact setups.
* Performs hand operations, such as filing, hand drilling, fitting, scraping, grinding, etc.
* Set up and perform work on drill presses on a production basis where tolerances are controlled by tooling.

**Product Safety**

It is the intent, objective and philosophy of PinnPACK 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 PinnPACKs GMP requirements
* Make sure that maintenance activity does risk product safety. Report maintenance cleaning activity violations to their supervisor/manager
* Make sure that cleaning activities are completed in their area according to the MCS and that cleaning is documented
* Store mold room chemicals, cleaning products, etc. away from finished goods
* Clean molds before releasing them to production to prevent product adulteration
* Make certain that no glass is brought into the facility
* Not use PINNPACK containers for storing miscellaneous items
* Practice good hygiene and not eat, drink (water in plastic bottles is allowed) or use tobacco except in designated areas

**Work Relationship:**

Reports to: Supervisor

Supervises: None

**Qualifications:**

* High school diploma.
* Previous machine shop / 3-5 years of CNC experience is required.
* Knowledge of Mastercam or Smartcam is highly preferred.
* Ability to complete set-up and modify programs.
* Good working knowledge of tools, blueprints, and drawings.

A CNC Machinist will be expected to endure the following:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **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

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **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** |  |  |

This job may require:

YES - Driving of cars, trucks, forklifts, or other equipment.

YES - Exposure to dust.

NO - Working at heights.

NO - Operation of foot controls or repetitive foot movement.

YES - Use of special visual or auditory protective equipment.

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.

Employee Signature Date