



**Computer-Controlled Machine Tool Lathe
Operators, Metal and Plastic
CNC MTLO:0411**

Department: Production
FLSA Status: Non-Exempt
Grade/Level: Salary based on experience
Work Schedule:
1st, 2nd, 3rd, Weekend

Job Status: Full Time
Reports To: Production Department Supervisor
Amount of Travel Required: No travel required
Positions Supervised:
None

POSITION SUMMARY

Operate computer-controlled machines to perform one or more machine functions on metal or plastic work pieces.

ESSENTIAL FUNCTIONS

Reasonable Accommodations Statement

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. Reasonable Accommodations may be made to enable qualified individuals with disabilities to perform the essential functions.

Essential Functions Statement(s)

- Measure dimensions of finished work pieces to ensure conformance to specifications, using precision measuring instruments, templates, and fixtures.
- Remove and replace dull cutting tools.
- Listen to machines during operation in order to detect sounds such as those made by dull cutting tools or excessive vibration and adjust machines to compensate for problems.
- Stop machines to remove finished work pieces, or to change tooling, setup, or work piece placement, according to required machining sequences.
- Lift work pieces to machines manually, or with hoists or cranes.
- Check to ensure that work pieces are properly lubricated and cooled during machine operation.
- Confer with supervisors or programmers to resolve machine malfunctions and production errors, and to obtain approval to continue production.
- Monitor machine operation and control panel displays, and compare readings to specifications in order to detect malfunctions.
- Control coolant systems.
- Maintain machines, and remove and replace broken or worn machine tools, using hand tools.
- Stack or load finished items
- Clean machines, tooling, and parts, using solvents or solutions and rags.
- Possibly set up future jobs while machines are operating.

POSITION QUALIFICATIONS

Competency Statement(s)

- Accuracy - Ability to perform work accurately and thoroughly.
- Applied Learning - Ability to participate in needed learning activities in a way that makes the most of the learning experience.
- Detail Oriented - Ability to pay attention to the minute details of a project or task.

- Organized - Possessing the trait of being organized or following a systematic method of performing a task.
- Reliability - The trait of being dependable and trustworthy.
- Responsible - Ability to be held accountable or answerable for one's conduct.
- Safety Awareness - Ability to identify and correct conditions that affect employee safety.
- Self-Motivated - Ability to be internally inspired to perform a task to the best of one's ability using his or her own drive or initiative.
- Accountability - Ability to accept responsibility and account for his/her actions.
- Communication, Oral - Ability to communicate effectively with others using the spoken word.
- Analytical Skills - Ability to use thinking and reasoning to solve a problem.
- Goal Oriented - Ability to focus on a goal and obtain a pre-determined result.

SKILLS & ABILITIES

Education: High School Graduate or General Education Degree (GED)

Experience: Minimum six months related experience

Other Requirements

General math skills. Ability to read precision measuring instruments.

PHYSICAL DEMANDS

| Physical Demands | | Lift/Carry | |
|----------------------|--------------------|------------------|--------------------|
| Stand | C (Constantly) | 10 lbs or less | F (Frequently) |
| Walk | F (Frequently) | 11-20 lbs | F (Frequently) |
| Sit | O (Occasionally) | 21-50 lbs | F (Frequently) |
| Handling / Fingering | C (Constantly) | 51-100 lbs | O (Occasionally) |
| Reach Outward | F (Frequently) | Over 100 lbs | N (Not Applicable) |
| Reach Above Shoulder | O (Occasionally) | Push/Pull | |
| Climb | O (Occasionally) | 12 lbs or less | F (Frequently) |
| Crawl | N (Not Applicable) | 13-25 lbs | F (Frequently) |
| Squat or Kneel | F (Frequently) | 26-40 lbs | F (Frequently) |
| Bend | F (Frequently) | 41-100 lbs | F (Frequently) |

N (Not Applicable) Activity is not applicable to this occupation.

O (Occasionally) Occupation requires this activity up to 33% of the time (0 - 2.5+ hrs/day)

F (Frequently) Occupation requires this activity from 33% - 66% of the time (2.5 - 5.5+ hrs/day)

C (Constantly) Occupation requires this activity more than 66% of the time (5.5+ hrs/day)

Other Physical Requirements

Vision (Depth Perception)

Sense of Sound (Not specified)

Sense of Touch

Ability to wear Personal Protective Equipment (PPE) (Safety Glasses, Protective Footwear, Ear Plugs, Face Shield)

WORK ENVIRONMENT

Work performed indoors, Well-Lighted Area, Not Air-conditioned

The Company has reviewed this job description to ensure that essential functions and basic duties have been included. It is intended to provide guidelines for job expectations and the employee's ability to perform the position described. It is not intended to be construed as an exhaustive list of all functions,

responsibilities, skills and abilities. Additional functions and requirements may be assigned by supervisors as deemed appropriate. This document does not represent a contract of employment, and the Company reserves the right to change this job description and/or assign tasks for the employee to perform, as the Company may deem appropriate.

Affirmative Action Employer - Equal Opportunity Employer - M/F/Vet/Disab