



Whitworth Tool, Inc.

CNC Set-up Technician

Department: Precision Machining

FLSA Status: Non-Exempt

Grade/Level: See Skills & Abilities Section

Job Type: Regular

Work Schedule:

Job Status: Full Time

Reports To: Department Supervisor

Amount of Travel Required: None

Positions Supervised: None

POSITION SUMMARY

Program and setup computer-controlled milling machine and lathe to perform one or more machine functions on metal 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)

- Remove and replace dull cutting tools.
- Implement changes to machine programs, and enter new specifications, using computers.
- Maintain machines, and remove and replace broken or worn machine tools, using hand tools.
- Enter commands or load control media such as tapes, cards, or disks into machine controllers in order to retrieve programmed instructions.
- Review program specifications or blueprints to determine and set machine operations and sequencing, finished workpiece dimensions, or numerical control sequences.
- Set up and operate computer-controlled machines or robots to perform one or more machine functions on metal or plastic workpieces.
- Insert control instructions into machine control units to start operation.
- Calculate machine speed and feed ratios, and the size and position of cuts.
- Adjust machine feed and speed, change cutting tools, or adjust machine controls when automatic programming is faulty or if machines malfunction.
- Modify cutting programs to account for problems encountered during operation and save modified programs.
- Mount, install, align, and secure tools, attachments, fixtures, and workpieces on machines, using

hand tools and precision measuring instruments.

- Measure dimensions of finished workpieces to ensure conformance to specifications, using precision measuring instruments, templates, and fixtures.
- 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 workpieces, or to change tooling, or workpiece placement, according to required machining sequences.
- Lift workpieces to machines manually, or with hoists or cranes.
- Check to ensure that workpieces 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.

POSITION QUALIFICATIONS

Competency Statement(s)

- Accountability - Ability to accept responsibility and account for his/her actions.
- Accuracy - Ability to perform work accurately and thoroughly.
- Ambition - The drive to achieve personal advancement.
- Autonomy - Ability to work independently with minimal supervision.
- Detail Oriented - Ability to pay attention to the minute details of a project or task.
- Energetic/Productive - Ability to work at a sustained pace and produce quality work.
- Goal Oriented - Ability to focus on a goal and obtain a pre-determined result.
- Initiative - Ability to make decisions or take actions to solve a problem or reach a goal.
- Organized - Possessing the trait of being organized or following a systematic method of performing a task.
- Reliability - The trait of being dependable and trustworthy.
- Safety Awareness - Ability to identify conditions that affect employee safety and notify your supervisor. Ability to adhere to company's safety guidelines.
- Self Motivated - Ability to be internally inspired to perform a task to the best of ones ability using his or her own drive or initiative.
- Time Management - Ability to utilize the available time to organize and complete work within given deadlines.
- Working Under Pressure - Ability to complete assigned tasks under stressful situations.
- Problem Solving - Ability to find a solution for or to deal proactively with work-related problems.

SKILLS & ABILITIES

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

Other Requirements: Must be able to perform all CNC Machinist - Level 1 essential functions

PHYSICAL DEMANDS

N (Not Applicable)	Activity is not applicable to this position.
O (Occasionally)	Position requires this activity up to 33% of the time (0 - 2.5+ hrs/day)
F (Frequently)	Position requires this activity from 33% - 66% of the time (2.5 - 5.5+ hrs/day)
C (Constantly)	Position requires this activity more than 66% of the time (5.5+ hrs/day)

Physical Demands

Stand	C
Walk	F
Sit	O
Manually Manipulate	F
Reach Outward	F
Reach Above Shoulder	O
Climb	O
Crawl	N
Squat or Kneel	O
Bend	F

Lift/Carry

10 lbs or less	F
11-20 lbs	F
21-50 lbs	O
51-100 lbs	O
Over 100 lbs	N

Push/Pull

12 lbs or less	F
13-25 lbs	F
26-40 lbs	O
41-100 lbs	O

Other Physical Requirements

- Vision (Depth)
- Sense of Sound - Not specified
- Ability to wear Personal Protective Equipment (PPE) - Safety Glasses, Protective Footwear, Ear Plugs, Face Shield

WORK ENVIRONMENT

Work performed indoors, Well-Lit Area, 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.