



Job Description: CNC Setup/Operators

Matt Trusky
Director of Engineering

Effective: 04/23/2020
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MINIMUM EDUCATION, TRAINING, AND/OR EXPERIENCE

o **EXTERNAL CANDIDATE**

- Minimum of 5 years experience with set-up on CNC Lathes and/or CNC Vertical/Horizontal machining centers; assessed through pre-employment interview process
- Minimum of 2 years experience editing CNC machines in Fanuc; assessed through pre-employment interview process
- Possess a strong ability to envision the steps necessary to efficiently and effectively produce a part from a part print; assessed through pre-employment interview process
- Strong ability to read, understand and interpret part prints; assessed through pre-employment interview process
- Requires organization skills
- Physical ability to perform required tasks

o **INTERNAL CANDIDATE**

- Possess the ability to effectively perform/learn the duties and functions required for the position

o **BASIC RESPONSIBILITIES:**

- The ability to edit g/m codes per the part prints to achieve optimum machining times
- Efficiently setup CNC's for production
- Train/Assist/Monitor the operator(s), in the designated work area(s), before and during production
- Verify revision level of job specific documents

Date of Revision	Description of Change
04/23/2021	Changed some of the experience factors and responsibilities
04/23/2020	Changed the approval from Peter Thermanen to Matt Trusky
05/21/19	Changed the header



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- Use all required measuring instruments to verify product conformance
 - Apply visual standards to verify product conformance
 - Interpret and follow process monitoring frequencies and sample size
 - Recognize special characteristic symbols and apply related control requirements
 - Recognize tool wear prior to adverse affect on product
 - Identify and segregate nonconforming product (including suspect product)
 - Complete all production and inspection records – PDR
 - Package and label finished goods when applicable
 - Monitor/maintain tooling/insert availability in the designated work area(s)
- o ADDITIONAL, OPTIONAL RESPONSIBILITIES:
- Operate mechanical material handling equipment
 - Set-up manual machines with situational approval
 - Adjust processing equipment
 - Routine maintenance
 - Select appropriate tooling, gages and fixtures

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