

Job Description

Machinist

Purpose of Role

To manufacture components from drawings working to specific tolerances and within agreed timeframes, ensuring all parts are available for the assembly process as required.

Reporting to: Team Leader

Key responsibilities/Activities:

- Select appropriate machine and tooling to manufacture components as specified on drawings
- Select appropriate materials for each job as described in the drawings
- Run the machine to produce required components
- Check and verify accuracy of components once manufactured
- Daily and accurate completion of records including timesheets and inspection status documentation
- Report any manufacturing errors to team leader so corrective action can be agreed
- Adhere to all quality, H&S standards
- Work with other departments to set priorities regarding component manufacture to ensure all parts are produced within required timeframes
- Other duties as may be required

Competencies/Skills:

- Good attention to detail
- Good oral communication
- Team player
- Flexible attitude
- Willingness to learn/develop
- Ability to read drawings/parts lists

Background/Experience:

- Successfully completed apprenticeship
- Ability to use one or two of the following: mill, drill, lathe
- Experience of working with a wide variety of materials
- Knowledge of manufacturing protocols
- Knowledge of feeds and speeds

Signed in acceptance _____

Print Name _____

Date _____

Issued by _____

Date _____