



**TITLE:** Machinist

**Department:** Manufacturing

**Classification:** Non-exempt

**Reports To:** Production Supervisor

**Date:** June, 2015

**JOB SUMMARY:**

Requires basic machining knowledge in order to produce machined parts to specification in an efficient and timely manner. This job requires skills to achieve metrics set forth within a specified work group or team. This is accomplished by maintaining Symmetry Medical's principles of Safety, Quality, Customer Satisfaction and Innovation.

**Harmonized core technical skills:**

Blueprints  
Basic Math  
Ability to utilize standard measuring equipment  
Able to perform quality checks against parts  
Basic computer skills

**Harmonized core education and experience:**

High School Diploma or General Education Diploma(GED) and six months to three years of experience  
Or equivalent combination of education and experience.

Vocational training and machine operations preferred.

**ESSENTIAL FUNCTIONS:**

- Machine parts to specifications using documentation presented on routing/drawings and program hardcopy.
- Employ use of inspection methods to ensure the quality of production, including in-process charting.
- Perform routine maintenance as described per daily machine checklist and adhere to preventive maintenance (PM) schedule to maintain optimum performance of machine.
- Ability to perform entry-level problem solving skills.
- Perform tool changes and offset adjustments, assisted by advance level machinist or production supervisor.
- Assumes responsibility for integrity of part by asking for assistance from Machinist II or Machinist III.
- Ability to attend one or more machine types, ensuring machine/s are kept running.
- Participates actively in area 5S.
- Additional functions and requirements may be assigned by supervisor/Manager as deemed appropriate.

**KNOWLEDGE, SKILLS AND ABILITIES:**

- Ability to apply common sense understanding to carry out simple one or two step instructions. Ability to deal with standardized situations with occasional or no variables.
- Ability to load and run CMM machine. Interpretation of the report will be completed by Process Resident or above.



**PHYSICAL/ENVIRONMENTAL DEMANDS:**

This position has moderate physical activity performing somewhat strenuous daily activities of a primarily product/technical nature.

- The following physical/environmental demands could occur up to two-thirds of the time:
  - Standing; walking; manual dexterity sufficient to reach/handle items and work with fingers.
  - Ability to bend and lift, loading and unloading work pieces into the machine or moving from one workstation to another.
- The following physical/environmental demands occur from one-third up to two-thirds of the time:
  - Ability to lift and carry objects up to 25 lbs throughout the shift of work or to other production areas.
  - Ability to perform repetitive work more than 8 hours per day and weekend.
  - Ability to judge depth and distance.
  - Ability to read fine print and distinguish color.
  - Ability to reach machine controls five feet above the floor.
  - Ability to wear proper PPE.
- This position has the following work environment conditions:
  - Works near or with moving mechanical parts up to two-thirds of the working time.
  - Has moderate to loud noise conditions.

**INTENT AND FUNCTION OF JOB DESCRIPTIONS:**

*Requirements, skills, and abilities included have been determined to be the minimal standards required to successfully perform the positions. In no instance, however, should the duties, responsibilities, and requirements delineated be interpreted as all inclusive.*

*In accordance with Americans with Disabilities Act, it is possible that requirements may be modified to reasonably accommodate disabled individuals. However, no accommodations will be made which may pose serious health or safety risks to the employee or others or which impose undue hardships on the organization.*

*Job descriptions are not intended as and do not create employment contracts. This organization maintains its status as an at-will employer. Employees can be terminated for any reason not prohibited by law.*

Tecomet is an Equal Opportunity Employer M/W/Vet/Disabled

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Employee Signature

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Date