



## Job Title: Machinist

### Position Overview

The Machine Shop provides technical expertise in manufacturing and machining parts. The Machinist must be skilled in all facets of machine shop operation. He/she will be required to fabricate machine parts from drawings on manual lathes and mills with minimal supervision. The machinist will be required to maintain a safe, clean, organized, efficient work environment. The Machinist must meet all production and quality standards. He/she has responsibilities for working closely with other departments to assure the highest quality product.

### Essential Job Functions

- Maintain a safe work environment, follow all safety requirements
- Machine parts in an accurate and timely manner
- Maintain full understanding of Machine Shop procedures and business policies relevant to function.
- Recommends improvements as needed
- Proper use equipment to manufacture parts
- Responsible for working with paperwork required
- Develops and maintains a trusting relationship between the Motor Shop, Pump Shop and Quality department. Under minimal supervision perform precision machining on lathe, mill, and turning center for both production and tooling.
- Will work from drawings and manufacturing routers to produce parts in accordance with specifications
- Will require ability to hold close tolerances
- Detects equipment malfunctions or out of tolerance machining and adjusts machine, within capabilities, controls or control media as required to insure quality of productions. Reports all machine malfunctions to Manager
- Communicates with management, QA personnel, and other shop personnel for assignments and to resolve machining or quality issues
- Responsible for keeping equipment and work area clean and orderly and perform basic preventative maintenance functions on equipment

### Non-Essential Job Functions

- May be required to assist in other departments within JCI

### Requirements

- Previous experience as a job shop Machinist
- Knowledge in use of precision measuring instruments and the application of such instruments. Instruments should include but not limited to calipers, ID and OD micrometers, depth gages, indicators and scales.
- Intermediate knowledge of tool holders, cutting tools, boring bars, fixtures, inserts and other accessories used on various machines.
- Must be able to follow written and oral instructions
- Must be adaptable to a changing work environment, competing demands and is able to deal with frequent change, delays or unexpected events.
- Strong work ethic
- Strong analytical and decision-making skills
- Ability to handle multiple tasks
- Ability to deal with customers and co-workers in a pleasant and professional manner
- Must be able to lift 50 pounds
- Must be able to stand while operating machines for required shift

**Note:** This job description is not intended to be all-inclusive. Employee may perform other related duties as required to meet the ongoing needs of JCI Industries, Inc.