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		<b>AD4010</b>
		<b>Rev: D</b>

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**DEPARTMENT:**    **Operations**  
**REPORTS TO:**     **Manufacturing Manager**

**1.0 POSITION SUMMARY:**

The Machinist is responsible for all in house machining activities. Duties to include the manufacturing of components from blueprints, hand sketches, and 3D models as well as the oversight of cross trained employees that can operate machinery.

**2.0 PRIMARY RESPONSIBILITIES / DUTIES:**

- Responsibility for 100% OTD for all machining projects.
- Manufacturing of components from blue prints and solid models using Master Cam software.
- The ability to work from hand sketches and concepts to deliver R&D prototypes.
- Operating lathes and milling machines (manual and CNC) along with other equipment used in a small shop environment.
- Programming CNC equipment for operation by semi-skilled employees in a production run environment.
- Maintaining tool inventory of shop.
- Performing routine maintenance and service of all equipment in the shop and maintaining TPM logs.
- Measuring, examining and testing completed units in order to detect non-conformances using precision instruments such as micrometers.
- Maintain safe operations by adhering to safety procedures and regulations.
- Monitoring the feed and speed of machines during the machining process to improve efficiency and quality.
- Planning the sequence of the cutting and finishing operations.

**3.0 MINIMUM QUALIFICATIONS:**

(All qualified candidates MUST meet All of these Minimum Qualifications with No exceptions.)

- High School diploma or GED.
- Trade school or documented on the job training.
- Minimum of 5 years trade experience.

**4.0 PREFERRED QUALIFICATIONS:**

- Small machine shop work experience.
- Tool/fixture making experience.
- Ability to use drafting and/or modeling software (AutoCAD SolidWorks)
- Understanding of lean concepts.
- Management experience.
- Mechanical experience and willingness to cross-train and work within other disciplines.

**Habco is an equal employment opportunity and affirmative action employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability or protected veteran status.**

**All candidates must be a U.S. Citizen or currently have a Green Card to be eligible to work in our ITAR environment.**

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## **5.0 COMPETENCIES:**

- Experience with MasterCam or other CNC programming tools.
- Strong communication skills.
- Decision making/problem solving skills.
- Motivates others.
- Perseverance.
- Strategic thinker.

## **6.0 OTHER:**

- Be a contributing member of teams including production engineering and management to define and improve processes that support corporate goals.
- Help develop a strong production staff that can flex to meet shifting demands due to production mix.

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