



JOB DESCRIPTION – MANUFACTURING ENGINEER I

ESSENTIAL DUTIES

- Deliver completed processes to work cells on time in order to meet customer requirements.
 - Processes responsible for include:
 - Verification of correct raw material in routing and verification of correctly routed process including notes
 - Selection and purchase of required tooling (cutting tools, collets, holders, indexable tools, etc.)
 - Selection and purchase of required work holding (Jaws, collets, special fixtures and hardware)
 - Design of required work holding as needed using SolidWorks, including prints to be provided to setup personnel
 - CNC programming of work holding as needed and all machining operations.
 - Creation of machine set-up sheets following department standards
 - Verification of correctly annotated prints detailing any required process dimensions
- Assist in set-up and prove out of new CNC programs
- Support machinists with problem solving and troubleshoot programs and process as needed
- Maintain CNC programs and CAM files to match current processes.
- Maintain machine set-up sheets and program revision history to department standards
- Continually look for process improvement, cycle time reduction, and set-up time reduction
- Attend meetings as designated
- Participate in work cell team building and lean efforts
- Develop proficiency in delivering processes to multiple work cells (Twin Spindle Lathes, Horizontal/Vertical Machining Centers, Swiss Machining, Manual Machining, Assembly, or Other)
- Other duties as assigned

ORGANIZATIONAL RELATIONSHIPS

- No supervisory responsibilities
- This position reports directly to the Engineering Leader

QUALIFICATIONS - *To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential function.*

- Must have a thorough understanding of CNC programming, machining and processes that go along with manufacturing
- Must have a thorough understanding of metal cutting tools, holders, fixtures and work holding
- Must have operational understanding of the functions of a CNC machine tool and the machine tool controller including complex multi-axis and multi spindle machine tools
- Must be proficient in CNC programming and CAD/CAM software.
- Must be experienced in using traditional inspection tools (micrometers, calipers, bore gages, indicators), surface plate inspection methods (using gage blocks and indicators) and have some basic skills using a CMM and Optical Comparator
- Must have highly accurate computer data entry skills and basic computer skills
- Must have solid problem-solving skills and interpersonal skills
- Must have effective written and verbal communication skills with positive attitude and professional image and phone demeanor
- Must be very detail oriented
- Must have effective planning and organizational skills to meet deadlines with frequent interruptions



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EDUCATION, EXPERIENCE OR LICENSES

- High School diploma or equivalent, required
- Must have valid Driver's License
- 2+ years of programming experience, required
- 3+ years of experience in a machine shop or similar manufacturing environment, required

PHYSICAL DEMANDS - *The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

- The work is typically performed while intermittently standing, walking, bending, crouching, stooping, reaching above shoulders, talking and hearing.
- At times, the employee must lift heavy objects and use tools or equipment requiring a high degree of dexterity.
- Specific vision abilities required by this job include close and distance vision, peripheral vision, depth perception and the ability to adjust focus.

WORK ENVIRONMENT - *The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions.*

- The work is performed in our plant facilities. The employee is exposed to noise, dust, dirt, grease and machinery with moving parts. The noise level is occasionally loud.