



JOB DESCRIPTION

TITLE: Machinist III

DEPARTMENT: Shop

FLSA STATUS: Non-Exempt

REPORTS TO: Machinist Supervisor

SUPERVISES: N/A

GENERAL SUMMARY (in one or two sentences, describe the major purpose(s) or objective(s) of this job in terms of results rather than activities):

Performs machining functions to CHT quality standards while meeting production schedule.

MAJOR DUTIES & RESPONSIBILITIES (List all key duties of this position including those that may be infrequent, telling what is done, why, or how):

1. Commit to safety and health procedures
2. Follow all CHT standards
3. Work flexible hours and shifts, as required, to ensure timely service
4. Able to understand shop travelers and procedures and can explain them to others
5. Program, setup and operate machining centers
6. Use measurement instruments (tape measure, dial caliper, go/no-go gages, etc)
7. Keep equipment and work area clean and orderly
8. Inform Plant Manager or Supervisor of any problems with routings, drawings, process, or product
9. Follow oral and written instructions for the job
10. Train lower tier machinists
11. Perform other duties, as assigned

SKILLS / KNOWLEDGE REQUIRED (Indicate specific subject areas, applications, or activities required to perform this work):

1. Capable of working independently with minimal supervision
2. Capable of understanding and following directions
3. Must be able to read and write and perform basic math functions

KEY COMPETENCIES:

Safety minded; functional/technical skills; drive for results and quality; team orientated; able to understand and follow directions; initiative; communication skills

EDUCATION / EXPERIENCE REQUIREMENTS (Indicate the minimum level of formal education required to perform the responsibilities of the job, the minimum amount and type of experience required, and any required certificates, licenses or other qualifications necessary for this position):

High School diploma or equivalent. Minimum of three years' machining experience.

TOTAL EMPLOYEES SUPERVISED: 0

TOTAL DIRECT EMPLOYEES SUPERVISED: N/A

DISCLAIMER: *The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not intended to be construed as an exhaustive list of all responsibilities, duties, and skills required of personnel so classified.*