



**POSITION:** CNC Machinist/Set-Up Technician

**LOCATION:** 60 Regal Rd. Guelph, ON N1K 1B5

**RESPONSIBILITIES**

- Responsible for setup operation of CNC Milling Centers and Lathes for existing and new orders
- Set Ups to be completed within specified timelines
- Perform “first off” as per procedure
- Operate machine tools to perform machining operations such as milling, drilling, boring or other machining operations within a timely manner
- Load and unload parts in a safe and productive manner
- Perform quality checks as required. Clean & verify dimensions of parts machined using precision measuring instruments as needed. Complete all associated quality documentation
- Complete SPS Charts and take necessary action as per SPC training
- Monitor and maintain tooling in peak conditions
- Perform daily machine checks per preventative maintenance program and safety procedures.
- Practice general housekeeping, including but not limited to, his/her work area, chip removal, floor areas, benches, storage areas to ensure a safe work environment
- Assist in problem solving and continuous improvement activities for areas of productivity and reduction of scrap
- Submit lean & safety suggestions
- Complies with all company rules, policies, procedures and programs
- Follow established safety practices and regulations
- Ability to communicate effectively with peers, engineers, quality assurance and management

**QUALIFICATIONS**

- Minimum grade 12 education
- Minimum of 3 years related work experience
- Full knowledge of CNC programming for mills and/or lathes
- Strong math skills
- Proficient in the use of various measuring devices including caliper, digital indicator, micrometer, height gauge
- Ability to read blueprints, drawings, charts, tables, quality documentation and various symbols regarding tolerances, surface finishes etc.
- Able to read, interpret and react to CMM reports and knowledge to review and analyze SPC data
- Ability to effectively communicate on both oral and written forms to various levels within the organizations
- Motivated and able to work independently with minimal supervision
- Strong analytical skills and a high attention to detail and accuracy
- Positive attitude towards new ideas
- Committed to continuous improvement

**DATE LAST MODIFIED:** June 26, 2018