



Job Title:	CNC Machinist Operator	FLSA Status:	<i>Non-Exempt</i>
Department:	Operations	Date Created:	November 2017
Reports To:	Lead	Reviewed By:	Asst. Ops Manager

POSITION SUMMARY:

Position operates threading machine, performs daily maintenance work, changes tool settings, threading detection, burring, die-stamping mark, and paint-stenciling mark.

RESPONSIBILITIES/ACCOUNTABILITIES: All personnel are responsible for meeting the Quality Objectives in their position/department. *Other duties may be assigned beyond the core responsibilities/accountabilities listed below.*

1	30%	Operating threading machine, monitoring work process.
2	15%	Adjusting equipment and changing specifications, correctly adjusting process parameter, maintaining equipment.
3	15%	Adjusting CNC machine parameters to meet API 5CT and other specifications.
4	10%	Observing equipment operation, and responding to process upsets quickly.
5	10%	Self-check and the first check of thread.
6	10%	Recording and maintaining concise records of work performed.
7	5%	Die-stamping mark or paint-stenciling mark.
8	5%	Calibrating and adjusting inspection equipment.

QUALIFICATIONS: *To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The qualifications listed below are representative of the knowledge, skill, and/or ability required.*

1. High School Diploma or GED.
2. Valid Texas Driver's License.
3. Technical trade school a plus.
4. Previous experience in threading, industrial or related work preferred.
5. Forklift and overhead crane operations experience preferred.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:

- Ability to effectively deal with other people, especially other Company personnel, to enlist needed cooperation in implementing regulatory requirements
- Threading inspection and knowledge of inspection measurement equipment.

- Ability to work various shifts.
- Must have a team player attitude and have a commitment to SAFETY.
- Knowledge of compiling reports and ensuring compliance.
- Requires, at all times, wearing protective and safety equipment.
- Ability to effectively use a computer for data entry, reporting and word processing.
- Applicant should have knowledge and should be skilled in this field through education and work experience.

PHYSICAL REQUIREMENTS:

- Ability to effectively deal with other people, especially other Company personnel, to enlist needed cooperation in implementing regulatory requirements
- Ability to work various shifts.
- Must have a team player attitude and have a commitment to SAFETY.
- Knowledge of compiling reports and ensuring compliance.
- Requires, at all times, wearing protective and safety equipment.
- Ability to effectively use a computer for data entry, reporting and word processing.

TRAINING EXPECTATIONS:

- Upon hire, employee will receive necessary rules and regulations.
- Every year in this position staff will attend training and continuing education as required for the position.
- Everyone is responsible for safety.

SIGNATURE: _____ DATE: _____
Employee

COMPETENCY:

The above employee has demonstrated the capability to satisfactorily perform the responsibilities of this position after the 90-day Introductory Period.

APPROVAL: _____ DATE: _____
Department Manager/Supervisor