

**CNC MACHINIST**

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**Job Description:** Produces machined parts by setting up and operating a computer numerical control (CNC) machine; maintaining quality and safety standards; keeping records; maintaining equipment and supplies.

**Reporting to:** Plant Manager – Advanced Manufacturing

**Primary Duties and Responsibilities:**

- Plans stock inventory by checking stock to determine amount available; anticipating needed stock.
- Configure mills by entering instructions, including zero and reference points; setting tool registers, offsets, compensation, and conditional switches; calculating requirements, including basic math, geometry, and trigonometry; proving part programs.
- Loads machine with work pieces.
- Verifies settings by measuring positions, first-run part, and sample workpieces
- Maintains specifications by observing operations; taking measurements; detecting malfunctions; troubleshooting processes; editing programs; sharpening and replacing worn tools; adhering to quality assurance procedures and processes, ensuring all parts are to spec prior to taking off machine.
- Meets production goals in terms of cycle time, quantity, and quality.

**Additional Duties and Responsibilities:**

- Maintains safe operations by keeping work area clean and organized and by adhering to safety procedures and regulations.
- Maintains equipment by completing basic preventive maintenance requirements; following manufacturer's instructions; initiating repair work orders.
- Maintains continuity among work shifts by documenting and communicating actions, irregularities, and continuing needs.
- Documents actions by completing required paper and/or electronic logs.
- Participate in required meetings and training
- Other duties as required to maintain a positive team-oriented environment

**Skills & Experience:**

- Reading blueprints & GD&T.
- Experience with Fanuc controls an asset
- Experience with multi axis heads an asset
- Thorough knowledge of machining principals and methods.
- Thorough knowledge of metallurgy principals related to materials typically used.
- Excellent verbal and written communication skills.
- Detailed, precise, and accurate at all levels of interaction.
- Mechanically inclined.
- Fixture and general manufacturing experience.
- Ability to hold tight tolerances during machining and assembly.
- Working in a fast paced / team environment.
- Shift work, weekends required
- General machinist capabilities
  - Bridgeport

- Grinding – surface & OD/ID.
- Lathe

**Requirements:**

- Ability to work in fast paced / team environment
- Available for weekend and shift work
- Follow all Health and Safety procedures

**Education:**

- Minimum High School diploma.
- Technical School Graduate or equivalent experience in an industrial manufacturing environment.

**Accessibility:**

Select Tool is committed to fostering a positive work environment and empowering its employees. Select Tool encourages applications from all qualified applicants and provides accommodations for applicants with disabilities. Please contact [hr@selecttool.com](mailto:hr@selecttool.com) if you require an accommodation during the recruitment process.