AUBURN
Human Resources

Lead Machinist

Job Description

JOB INFORMATION

Job Code	AD87
Job Description Title	Lead Machinist
Pay Grade	ST17
Range Minimum	$67,280
33rd %	$85,220
Range Midpoint	$94,190
67th %	$103,160
Range Maximum	$121,110
Exemption Status	Non-Exempt
Approved Date:	1/1/1900 12:00:00 AM

JOB FAMILY AND FUNCTION

Job Family:	Production & Skilled Trades
Job Function:	Construction

JOB SUMMARY

Performs various duties including setting up and operating a variety of machines and equipment, combining elements of mechanical design, technical drawings, mathematics, and computer programming. Tracks a product through each phase of its creation, from an initial concept to a tangible, finished item and utilizes 3D printers, CNC machines, Coordinate Measuring Equipment, and state of the art 3D scanners to physically make precision products.

RESPONSIBILITIES

- Serves as senior workforce member on the ICAMS Safety Council. Enforces and supervises principles and legal requirements for OSHA Machining Safety, Material Safety Data Sheets, Lock Out Tag Out (LOTO), and Electrical Safety.
- Demonstrates excellent capability to program CMM machines and 3D scanners of all types. Gathers and organizes data and information, establishes cause and-effect patterns.
- Collaborates with vendors to maintain all manual and CNC equipment. Able to independently troubleshoot and take corrective actions necessary to maintain the functionality of machining equipment.
- Leads teams of less experienced operators, engineers and students on industry field trips to assist regional industries.
- Lectures and leads workshops on CAD and CAM to industry and students.
- Certifies GD&T drawings as an advanced Senior Level operator.
- Leads troubleshooting teams upon request to troubleshoot 5 axis machines, Swiss machines, Grinding machines and EDM machines.
- Instructs all Level 1, 2, 3 and 4 skills with other operators and students.
- Performs most duties of a level 2 and level 3 Machinist.
- Operates as a qualified Safety Officer during complex operations.

The responsibilities listed above show the typical duties for jobs in this classification. Actual tasks may differ depending on the department's needs. Other similar duties may be assigned with discretion of the supervisor. Not every duty will apply to every position, and the amount of time spent on each task can change based on department needs.

SUPERVISORY RESPONSIBILITIES

Supervisory Responsibility	Full supervisory responsibility for other employees is a major responsibility and includes training, evaluating, and making or recommending pay, promotion or other employment decisions.

MINIMUM QUALIFICATIONS

To be eligible, an individual must meet all minimum requirements which are representative of the knowledge, skills, and abilities typically expected to be successful in the role. For education and experience, minimum requirements are listed on the top row below. If substitutions are available, they will be listed on subsequent rows and may only to be utilized when the candidate does not meet the minimum requirements.

MINIMUM EDUCATION & EXPERIENCE

Education Level	Focus of Education		Years of Experience	Focus of Experience	
Associate's Degree	Advanced Manufacturing, Machining or Computer Numerical Control (CNC) Machining		6 years of	Advanced Manufacturing, Machining or Computer Numerical Control (CNC) Machining	

MINIMUM KNOWLEDGE, SKILLS, & ABILITIES

Knowledge of basic machining concepts.	

MINIMUM LICENSES & CERTIFICATIONS

Licenses/Certifications	Licenses/Certification Details	Time Frame	Required/ Desired	
	NIMS Certification in Milling 1 and 2		Required	
	NIMS Certification in Turning 1 and 2		Required	
	Qualified as CNC 5 axis Operator		Required	
	Qualified as an Electrostatic Discharge Machine Operator		Required	
	NIMS Certification in Diemaking Level III		Desired	
	NIMS Certification in Moldmaking Level III		Desired	
	GD&T Technologist Level Exam		Required	
	GD&T Senior Level Exam		Desired	
	Must be eligible to obtain a security clearance.			

PHYSICAL DEMANDS & WORKING CONDITIONS

Physical Demands Category:	Labor & Trades

PHYSICAL DEMANDS

Physical Demand	Never	Rarely	Occasionally	Frequently	Constantly	Weight
Standing					X	
Walking					X	
Sitting		X				
Lifting				X		
Climbing			X			
Stooping/ Kneeling/ Crouching				X		
Reaching				X		

PHYSICAL DEMANDS

Physical Demand	Never	Rarely	Occasionally	Frequently	Constantly	Weight
Talking					X	
Hearing					X	
Repetitive Motions					X	
Eye/Hand/Foot Coordination					X	

WORKING ENVIRONMENT

Working Condition	Never	Rarely	Occasionally	Frequently	Constantly
Extreme temperatures				X	
Hazards					X
Wet and/or humid			X		
Noise					X
Chemical			X		
Dusts			X		
Poor ventilation			X		

Vision Requirements:

Ability to see information in print and/or electronically and distinguish colors.

Additional Special Requirements:

Routine deadlines; usually sufficient lead time; variance in work volume seasonal and predictable; priorities can be anticipated; some interruptions are present; involves occasional exposure to demands and pressures from persons other than immediate supervisor