Auburn University Job Description

Job Title: Lead Machinist
Job Code: AD87
FLSA status: Non-exempt
Job Family: Facilities, Maintenance, & Operations

Job Summary
Performs various duties including, setting up and operating a variety of machines and equipment. This combines elements of mechanical design, technical drawings, mathematics, and computer aided machining (CAM). 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 anything humans may conceive.

Essential Functions

1. Serves as senior workforce member on the ICAMS Safety Council. Enforces and supervises principles and legal requirements for OSHA Machining Safety, Safety Data Sheets, Lock Out Tag Out (LOTO), and Electrical Safety.
2. Demonstrates excellent capability to program CMM machines and 3D scanners of all types. Gathers and organizes data and information, establishes cause-and-effect patterns.
3. 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.
4. Leads teams of less experienced operators, engineers and students on industry field trips to assist regional industries.
5. Lectures and leads workshops on CAD and CAM to industry and students.
6. Certifies GD&T drawings as an advanced Senior Level operator.
7. Leads troubleshooting teams upon request to troubleshoot 5 axis machines, Swiss machines, Grinding machines and EDM machines.
8. Instructs all Level 1, 2, 3 and 4 skills with other operators and students.
9. Performs most duties of a level 2 and level 3 Machinist.
10. Operates as a qualified Safety Officer during complex operations.
11. Supervises safety of undergraduate and graduate students on the production/shop floor.
12. Performs other related duties as assigned.

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.

The above essential functions are representative of major duties of positions in this job classification. Specific duties and responsibilities may vary based upon departmental needs. Other duties may be assigned similar to the above consistent with the knowledge, skills and abilities required for the job. Not all of the duties may be assigned to a position.
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Minimum Required Education and Experience

<table>
<thead>
<tr>
<th>Education</th>
<th>Minimum</th>
<th>Focus of Education/Experience</th>
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<tbody>
<tr>
<td>Associate's Degree</td>
<td>A.S. in Machinist or CNC Machinist.</td>
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<tr>
<td>Experience (yrs.)</td>
<td>6</td>
<td>Experience in basic machining operations.</td>
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</tbody>
</table>

Substitutions allowed for Education:
Indicated education is required; no substitutions allowed.

Substitutions allowed for Experience:
Indicated experience is required; no substitutions allowed.

Minimum Required Knowledge
Knowledge of basic and advanced machining concepts.

Certification or Licensure Requirements
- 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 (preferred)
- NIMS Certification in Moldmaking Level III (preferred)
- GD&T Technologist Level Exam (required)
- GD&T Senior Level Exam (preferred)

Pre-Employment Screening Requirements
Must be eligible for U.S Security Clearance.

Physical Requirements/ADA
Regularly involves lifting, bending or other physical exertion. Often exposed to one or more elements such as heat, cold, noise, dust, dirt, chemicals, etc., with one often to the point of being objectionable. Injuries may require professional treatment.

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.

Job frequently requires standing, walking, reaching, stooping/kneeling/crouching/crawling, talking, hearing, handling objects with hands, and lifting up to 25 pounds.

Job occasionally requires sitting, climbing or balancing, and lifting more than 100 pounds.

Vision requirements: Ability to see information in print and/or electronically, ability to distinguish colors.

Date: 8/3/2023