



JOB DESCRIPTION

JOB TITLE:	CNC Machinist	DEPARTMENT:	Manufacturing
REPORTS TO:	CNC Supervisor	HOURLY/SALARY:	Hourly
DIVISION:	Mining Solutions Canada	FLSA STATUS:	Non Exempt
REPORTING LOCATION:	Edmonton, AB	(IF EXEMPT LIST EXEMPTION):	N/a

POSITION SUMMARY:

CNC Machinists set up and operate a variety of machine tools (Lathes & Mills) to cut or grind metal and similar materials into parts or products with precise dimensions. Machinists fabricate parts and/or repair parts for mining or heavy construction equipment, applying knowledge of mechanics, shop mathematics, metal properties, layout, and machining procedures. Machinists study sample parts, blueprints, drawings, and engineering information to determine methods and sequences of operations needed to fabricate parts, and determine part dimensions and tolerances

It is the responsibility of every H-E Parts International, employee to insure a safe work environment. All H-E Parts International, employees share the responsibility to insure at the end of the day we return home safely to our families. Our safe work environment value surpasses all other responsibilities.

ESSENTIAL FUNCTIONS AND RESPONSIBILITIES:

1. Safety – conduct all activities in a safe manner, utilizing PPE and adhering to company policy and alerting others regarding potential concerns. Safety is # 1.
2. Read and interpret engineering drawings, blueprints, charts and tables or study sample parts to determine machining operation to be performed, and plan best sequence of operations
3. Compute dimensions and tolerances and measure and lay out work pieces
4. Set up and operate a variety of machine tools including computer numerical controlled (CNC) tools to perform precision, non-repetitive machining operations such as sawing, turning, milling, boring, planning, drilling, precision grinding and other operations
5. Fit and assemble machined metal parts and subassemblies using hand and power tools
6. Verify dimensions of products for accuracy and conformance to specifications using precision measuring instruments
7. May set up and program machine tools for use by machining tool operators
8. Verify dimensions of machined parts or tooling using micrometers, verniers, callipers, height gauges, optical comparators or other specialized measuring instruments
9. Maintain, repair and calibrate precision measuring instruments such as dial indicators, fixed gauges, height gauges and other measuring devices

10. Calculate dimensions and tolerances using knowledge of mathematics and instruments such as micrometers and vernier calipers.
11. Machine parts to specifications using machine tools such as lathes, milling machines, shapers, or grinders.
12. Measure, examine, and test completed units to detect defects and ensure conformance to specifications, using precision instruments such as micrometers.
13. Set up, adjust, and operate all of the basic machine tools and many specialized or advanced variation tools to perform precision machining operations.
14. Align and secure holding fixtures, cutting tools, attachments, accessories, and materials onto machines.
15. Monitor the feed and speed of machines during the machining process.
16. Study sample parts, blueprints, drawings, and engineering information to determine methods and sequences of operations needed to fabricate products, and determine product dimensions and tolerances.
17. Select the appropriate tools, machines, and materials to be used in preparation of machinery work.
18. Lay out, measure, and mark metal stock to display placement of cuts.
Observe and listen to operating machines or equipment to diagnose machine malfunctions and to determine need for adjustments or repairs.

DECISION MAKING:

Position will not be required to make decisions that will directly impact the department.

INTERNAL/EXTERNAL CONTACTS:

Position requires collaboration with department managers and current/potential customers.

Employment Requirements:

Completion of High School or GED equivalent required

Minimum Qualifications:

- *Good knowledge of:* methods, tooling, and standard practices for precision machining and millwright trades; ferrous and non-ferrous metal alloys, their physical characteristics and applications.
- *Considerable experience:* using tools and equipment common in the precision machine industry to turn, shape, cut, and grind, various alloys to tolerances within one ten thousandths of an inch; using all types of precision measuring instruments to make very accurate, repeatable measurements; using heat to treat steels for tools; selecting, grinding, and setup of appropriate cutting tools for various alloys and determining correct feeds and speeds to produce the highest quality finish required for the application; working from mechanical drawings and blueprints to determine dimensions, tolerances, machine sequence, and setup of work.
- *Ability to:* perform physical activities associated with fabrication and maintenance duties such as bending, stooping, crawling, working in high or confined spaces, and working in temperature extremes.
- *Physical ability to:* perform strenuous work and handle awkward objects weighing up to 50 pounds.

ADDITIONAL DESIRABLE QUALIFICATIONS: desired, but not required.

- Two years professional training in a vocational institution, or equivalent journey level experience.
- Welding, soldering, and brazing skills. Rigging loads for overhead crane work and forklift operation.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the accountabilities of the job. While performing the duties of this position, the employee is regularly required to stand, feel with their hands, reach and handle materials weighing up to 10 pounds. The employee will frequently need to stoop, bend, kneel, crouch, walk and handle materials weighing 10-20 pounds. On occasion the employee will need to handle materials weighing 20-50 pounds. Specific vision abilities required by this job include; close vision, distance vision, depth perception and the ability to adjust focus.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee may encounter while performing the essential functions of this job. While performing the duties of this position, the employee is regularly exposed to moving objects (materials handled and transported throughout the plant via cranes, fork trucks and other employees). The employee is frequently exposed to airborne particles. The employee is also frequently exposed to sharp and abrasive edges which may result in scrapes, cuts and bruises. The employee is occasionally exposed to humid conditions. The noise level in the work environment is usually loud.

SAFETY:

All employees must complete initial Safety Training. Employees must ensure compliance with all safety policies, procedures, and work practices established by H-E Parts International. Avoid any activity that creates or poses a serious hazard to themselves or others while working for H-E Parts International. Immediately bring any safety concern to your supervisor, or others designated by departmental procedures. If any employee believes that performing an assigned work task or activity may pose a serious risk to life or health, discuss the issue immediately and directly with your supervisor. Prior to operating any equipment supplied by H-E Parts International, employees are to be adequately trained, equipped, monitored, evaluated, and guided as appropriate, to comply with established safety policies, standards, and procedures.

ACKNOWLEDGEMENT

I acknowledge that I have read and understand the above job responsibilities and requirements, certify that I am physically capable of performing the duties indicated, and agree to all the above conditions of employment, if offered the position. I understand that a separate agreement containing starting date, pay rate(s), and a confidentiality agreement will be executed for any offer of employment made by H-E Parts International.

Signature _____

Date _____