

| | |
|---|--|
| Job Title: | Skilled CNC Grinder |
| Department: | Manufacturing |
| Location: | Edge Lane, Manchester |
| Reporting to: | Machine Shop Manager |
| Direct Reports & Responsible for: (staff, materials, machinery and equipment, money) | Programming, setting and operating planar and cylindrical grinding machines. Production and inspection of components to standards and to drawing. Perform other duties and assignments as needed. |
| Contacts with: (main internal/external contacts outside the department) | R&D, operators, production engineers, supervision, quality. |
| Responsibilities and duties: (regular and occasional, defined and discretionary, administrative, technical and staffing, standards of performance and method of assessment) | <p style="text-align: center;">General Duties include</p> <p>Preparation of materials for machining, deburring, cleaning of work area. Any other duties as required</p> <p style="text-align: center;">Planar Grinding Production Operation</p> <ul style="list-style-type: none"> • Operation of planar grinder • Producing parts to drawing and within agreed specifications/tolerances • Maintaining quality and safety standards • Programming and optimization of new parts and programs • Programming for production and prototypes • Working to extremely demanding tolerances ($\pm 2\mu\text{m}$) <p>Duties:</p> <ul style="list-style-type: none"> • Produce components to an agreed schedule of work orders, to the machine parameters; interpreting geometric dimensions and tolerances (GD&T) • Verifies settings by measuring sample work pieces; adhering to standards • Maintains equipment by completing preventive maintenance requirements detailed by production engineering, following manufacturer's instructions • Control the raw material stock <p style="text-align: center;">Cylindrical Grinding Production Operation</p> <ul style="list-style-type: none"> • Operation of cylindrical grinder, producing parts to drawing and within agreed specifications/tolerances • Maintaining quality and safety standards • Programming and optimization of new parts and programs • Programming for production and prototypes <p>Duties:</p> <ul style="list-style-type: none"> • Produce components to an agreed schedule of works orders, to the machine parameters; interpreting geometric dimensions and tolerances (GD&T) • Verifies settings by measuring sample work pieces; adhering to standards • Maintains equipment by completing preventive maintenance requirements detailed by production engineering, following manufacturer's instructions • Control the raw material stock • Working to extremely demanding tolerances ($\pm 2\mu\text{m}$) <p style="text-align: center;">Health and safety</p> <ul style="list-style-type: none"> • Comply with company H&S procedures and legislation and safe systems of work • Ensure you work safely and maintains safe operations by adhering to safety procedures and regulations • Identify any hazard, make safe and report • Correct use and storage of PPE and RPE issued |

PERSON SPECIFICATION

| | Essential | Desirable |
|---|--|---|
| Physical Make-Up: (Health, Appearance, speech, manner, physical energy) | Good Health, must be able to lift loads of up to 15kg on their own, up to 25kg with help. Role involves being on your feet all day. | |
| Attainments: (Education, Training and experience) | <u>Education</u> A four year apprenticeship in mechanical engineering | <u>Education</u> Ideally, NVQ Level 3 qualification (or equivalent) in a manufacturing and/or engineering discipline OR a solid career profile as CNC grinding specialist in a machining environment |
| | <u>Experience</u> Working in a machine shop environment The ability to co-ordinate physical machine adjustments to ensure conformity of production | <u>Experience</u> Experience of working within a disciplined ISO 9000 environment A good understanding of NC programming |
| | <u>Knowledge</u> Needs good working knowledge of Fanuc type controls Interpreting drawings Engineering changes Health and Safety | <u>Knowledge</u> Knowledge of GER surface/cylindrical grinders would be an advantage |
| | <u>Computing skills</u> Basic computing knowledge assumed | <u>Computer skills</u> |
| General Intelligence: (intellectual capacity) | Adaptable with good problem solving techniques Would suit a toolmaker or similar Organisational skills Must be able to check own work | |
| Special Aptitudes: (mechanical, manual dexterity, facility in use of words and figures) | Candidate must have an excellent understanding of grinding processes & practices. Managing change and process Improvements. Attention to detail Confidence to take the lead in making quality decisions | |
| Disposition: (influence over others, steadiness, dependability, self-reliance) | Ability to communicate with people concisely and accurately Self motivated, working to agreed objectives. Pro-active with an ability to train and support others | Must be a team player with excellent communication skills and able and willing to perform other duties and assignments as needed |
| Personal Background: (any special demands of the job, such as ability to work unsocial hours, travel abroad etc.) | | |
| Contra-indicators (attributes which would prevent an individual from performing the job e.g. field sales person who does not drive) | Allergies to process materials | |

