



## **Machinist Development Trainee**

**Reports to:** Manufacturing Supervisor

**Department:** Manufacturing

**Division:** Midstate Machine – Maine

### **Accountability**

A Machinist Trainee is responsible for ensuring safe and efficient operation of manufacturing machines for production of quality parts.

### **Organizational Relationship**

The Machinist Trainee position reports to the Manufacturing Supervisor, and/or the trainer, receiving advice, counsel and direction.

### **Duties and Responsibilities**

1. Works on equipment under the direction of trainer or his designee.
2. Attends related academic courses as required as well as maintains grades and keeps pace as established by the trainer.
3. Reviews job package in its entirety, including routing, blueprints, specifications and other documentation as appropriate to fully understand the process plan, part configuration (dimensions & tolerances), material, tooling and equipment to be used to produce the end product.
4. Builds setup per documented plan, utilizing knowledge of proper setup procedures, machining practices, material properties and tooling. Setups are built on equipment he/she has been previously qualified to operate, such as lathes, milling machines, and/or grinders, both CNC and conventional.
5. Operates production equipment utilizing knowledge of machining practices and safe operation techniques to produce components, and/or services that meet customer needs. Initiates changes to the setup and/or operation to optimize production efficiency.
6. Verifies conformance of workpiece to specifications, using appropriate measuring instruments.
7. Evaluates deviations identified in the machining process to determine the cause and



initiates corrective action when appropriate. Reports all deviations identified via Process Discrepancy Report (PDR).

8. Maintains a professional and personable relationship with superiors, peers and subordinates, being responsive to their needs as well as those of the company.
9. Performs other duties or functions as requested by his/her Supervisor and trainer or other authorized Midstate Machine personnel.