

<p style="text-align: center;">M. A. FORD MANUFACTURING COMPANY, INC. Job Description</p>

Job Title: CNC Operator

Status: Non-Exempt

Reports To: Production Manager

JOB PURPOSE AND REPORTING STRUCTURE

The CNC Operator reports to the Production Manager, and is responsible for the production of high quality parts and materials by programming machines to perform the right operations. This position must be able to work with great concentration and precision, and must be responsible and comply with all safety guidelines. A keen eye for detail and great mechanical aptitude are essential.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.

- A. Prepare and operate CNC machines to perform tasks such as drilling, grinding, milling, etc.
- B. Understand specifications of the task at hand and the desired result by reading blueprints, mechanical drawings, etc.
- C. Translate instructions into computer commands so the machines can perform the correct function.
- D. Prepare and load raw materials and parts onto the machines.
- E. Prepare a test run to check if the machines produce outputs according to specifications.
- F. Set machines to complete full cycles to fabricate large number of parts.
- G. Supervise the machines while they execute the tasks and make any necessary adjustments to produce a better result.
- H. Inspect and measure finished products and compare them with requirements to determine if the process has been completed properly.
- I. Check and maintain machinery daily to ensure functionality.

QUALIFICATIONS: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION and/or EXPERIENCE:

- A. High School Diploma or Equivalent.

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- B. Skill in operating CNC machinery and tooling as well as precision measurement tools.
- C. Ability to read and interpret mechanical documents and drawings.

MATHEMATICAL SKILLS: Trigonometry and geometry skills required.

REASONING ABILITY:

- A. Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form.
- B. Ability to deal with problems involving several concrete variables in standardized situations.

OTHER SKILLS AND ABILITIES:

- A. Computer savvy with basic understanding of CAD/CAM.
- B. A keen eye for detail and results-driven approach.
- C. Good communication abilities.

PHYSICAL DEMANDS: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- A. While performing the duties of this job, the employee is consistently required to talk/ hear, and use hands to handle/manufacture product.
- B. The employee is consistently required to stand and walk, and to step up onto platforms at machines.
- C. The employee is occasionally required to reach above his/her shoulders.
- D. The employee is required to lift up to 50 pounds occasionally, 25 pounds frequently, and 10 pounds consistently.

WORK ENVIRONMENT: The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- A. While performing duties of this job, the employee is required to work near moving parts, and to travel through the department to deliver to another machine, inspection, or another department.
- B. The noise level in the work environment is loud (normal shop conditions.)with wet, slippery floors and occasional hot/humid atmosphere.

The above statements reflect the general details necessary to describe the principle functions of the occupation described and shall not be construed as a detailed description of all the work requirements that may be inherent in the occupation.