

| | |
|---|--|
| Job Title: | Skilled CNC Grinder |
| Department/Location: | Machine Shop |
| Reporting To: | Machine Shop Manager |
| Purpose of Role: (Why does the role exist? A short sentence that captures this.) | To interpret drawings, create programs and processes, which results in the production of quality parts within a reasonable timeframe. |
| Role Summary: What is the scope of the role (A few bullet points that provide an overview of role, and how it links into/supports departmental/business strategy.) | <ul style="list-style-type: none"> • Programming, setting and operating planar and cylindrical grinding machines. • Production and inspection of components to standards and to drawing. • Organisation of grinding room (wheels, consumables, WIP). • Perform other duties and assignments as needed. |
| Key Accountabilities and Responsibilities: | <p>General Duties</p> <ul style="list-style-type: none"> • Preparation of materials for machining, deburring, cleaning of work area. • Any other duties as required. <p>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 optimisation 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>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 optimisation 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>Health & 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 |
|--|---|--|
| Qualifications/Education & Training | | <ul style="list-style-type: none"> • A four-year apprenticeship in mechanical engineering. • NVQ Level 3 Qualification (or equivalent) in a manufacturing and/or engineering discipline OR a solid career profile as a CNC grinding specialist in a machining environment. |
| Experience | <ul style="list-style-type: none"> • Working in a machine shop environment. • The ability to co-ordinate physical machine adjustments to ensure conformity of production. | <ul style="list-style-type: none"> • Experience of working within a disciplined ISO 9000 environment. • A good understanding of CNC programming. |
| Skills & Competencies | <ul style="list-style-type: none"> • Needs good working knowledge of Fanuc type controls. • Interpreting drawings. • Engineering changes. • Health & Safety. • Basic computing knowledge assumed. | <ul style="list-style-type: none"> • Knowledge of GER surface/cylindrical grinders would be a considerable advantage. |
| Personal Attributes | <ul style="list-style-type: none"> • Adaptable, with good problem-solving techniques. • Team player. • Excellent communication skills, with the ability to communicate concisely and accurately. • Would suit a toolmaker or similar. • Organisational skills. • Must be able to check own work. • Self-motivated, working to agreed objectives. • Pro-active with an ability to train and support others. • Able and willing to perform other duties and assignments as needed. | |