



## Machine Operator - Ring

**VALUE STREAM / DEPARTMENT:** Made to Order Value Stream

**STATUS & PAY CLASS:** Full Time - Hourly / Non-Exempt

**SHIFT:** 3rd Shift / 10% Differential / Overtime May Be Required

**WORK SCHEDULE:** 3rd Shift Sunday through Thursday, 11:00pm – 7:00am  
*Alternative work hours may be considered, if applicable*

**WAGE RATE:** \$18.00 to \$32.05  
*Starting wage is negotiable based on previous knowledge/experience*

**POSITION SUMMARY:** A Machine Operator in the Made to Order Value Stream is responsible for producing a variety of high quality, precision cylindrical plug or ring gages for the gage industry.

### Essential Job Functions

As a machine operator in the Made to Order Value Stream, you will be trained and responsible for the setup, operation, and troubleshooting of manual grinding, CNC Grinding/Lathes, Heat Treat and Sand Blasting processes that produce the variety of gage products.

Your job functions include:

- Producing products while maintaining daily production totals
    - May be required to maintain diameters at very close tolerances
  - Understanding of basic CNC programming in order to utilize existing programs for setting up production runs and making modifications if necessary. Will be required to perform basic data entry functions.
  - Monitoring part conformance based on blueprint specifications or work order instructions
  - Will be required to inspect product by utilizing and understanding measuring equipment
  - Responsible for maintaining quality production in accordance with company standards
  - Responsible for remaking and/or reworking products that do not meet required specifications
  - Maintaining established production levels for all operations performed
  - Will be required to input basic data entries using internal computer programs on daily basis
  - May be responsible for the set up and operation of the Chrome Plating processes and procedures
- May be responsible for the set up and operation of the Heat Treat equipment and processes

Follows all company policies, ergonomic standards, and safety requirements

Perform other duties as required

- The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position

Regular and on-time attendance is required

- Be at work on time when scheduled to work, and remain at work throughout the established work schedule

## Qualifications



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### **REQUIRED**

#### **Education:**

- High school education required or an equivalent of education and experience from which comparable knowledge and abilities can be acquired

#### **Experience/Skills and/or years of specific experience:**


- Ability to read, write and perform basic mathematical functions in the areas of fractions, decimals, metrics, conversions, as well as working knowledge of basic geometry and trigonometry
- Mechanically inclined, preferred
- Ability to perform basic computer skills and the ability to operate in a Windows and non-Windows format
- Ability to establish and maintain a professional and effective working relationship with co-workers and other employees at all levels in the organization
- Effective written and/or oral communication skills to interact with employees at all levels of the organization
- Ability to carry out assigned tasks and projects to their completion with minimal supervision
- Ability to work independently and with multiple tasks
- Ability to work within an atmosphere of continuous improvement and teamwork.
- Quality oriented with attention to details
- Familiarity with LEAN principles and waste elimination are a plus
- Must be 18 years of age

#### **Additional Requirements:**

- Employment is contingent upon satisfactory completion of criminal background investigations as well as passing a post-offer, pre-employment drug screen

## Tools & Equipment Used

While acting as a Made to Order Machine Operator the employee will be expected to use the following machinery and/or equipment:

 <b>Vermont</b> <small>Precision Tools, Inc.</small>	<b>Tools and Equipment</b>	<b>Line</b>			
		<b>Blank</b>	<b>Custom</b>	<b>Plug</b>	<b>Ring</b>
	Cut-Off Saws	X	X	X	X
	Band Saw	X			
	Cylindrical Grinding Machines		X	X	X
	Chamfer Grinders	X		X	X
	Centerless Infeed		X		
	Surface and/or Tool Grinder		X	X	X
	Bench Grinder		X		X
	Facing Equipment	X			X
	Jig Bore Drill Press		X		
	CNC - Lathes	X	X		
	Honing Equipment				X
	Lapping Equipment			X	X
	Sanding Equipment (Sand Blasting)	X		X	X
	Chrome Plating Equipment (Hexavalent Chromium VI)			X	X
	Heat Treat Equipment	X			
	Cryogenics Freezer	X			
	Fork Lift	X			
	Torches		X		
	CNC Equipment (Grinding and/or Wire EDM)				X
	Computer	X	X	X	X
	Frequent use of the following:				
	Micrometers (Super, Indicating)	X	X	X	X
	Calipers	X	X	X	X
	Dial Indicators	X	X	X	X
	Fixed Limit Gaging	X	X	X	X
	Bore Gages				X
	Height Gages		X		
	Roundness Checker		X		X

**Work Environment**

- This position is subject to Vermont Precision Tools' Drug and Alcohol-Free Workplace Program.
- Works within the Operations Division of Vermont Precision Tools at the Swanton Vermont Manufacturing Facility and reports directly to the Made to Order Team Leader/Managers.
- The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job.
- The warehouse and manufacturing work environment may require the employee to be exposed to adverse conditions:
  - o Noise
  - o Dirt/dust/odors/fumes/mists/vapor
  - o Industrial fluids/chemicals (Coolants, oils, etc.)
  - o Areas requiring attention to safety procedures when exposed to that area

**Physical Demands**

**Identify physical demands typically encountered and reasonably anticipated in this position.**

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



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Physical Requirement	Physical Requirement				Physical Requirement	Physical Requirement			
	P	O	F	C		P	O	F	C
Sitting	X				Distinguishing colors		X		
Standing				X	Communicating through writing		X		
Walking			X		Communicating through speech			X	
Climbing while balancing (Step stool/ladders)		X			Lifting/carrying 10-25 pounds	X			
Squatting/kneeling/crawling	X				Lifting/carrying 26-50 pounds	X			
Use of feet (Foot pedals while balancing- flexion)	X				Lifting/carrying >50 pounds	X			
Foot Action (Standing on elevated lift platform)			X		Pushing/pulling		X		
Repetitive use of fingers (picking, pinching)				X	Handling (holding, grasping, gripping)			X	
Keying/Typing			X		Bending or twisting (at waist level)		X		
Feeling (Perceiving attributes of objects)				X	Reaching to side (Side bend)		X		
Hearing conversations or sounds			X		Reaching above shoulder level		X		
Seeing objects at a distance		X			Neck flexion/extension (chin to chest/chin away from chest/body)		X		
Seeing objects peripherally		X			Neck Twisting (side to side)		X		
Seeing close work				X	Repetitive wrist motion (flexion/rotation)				X
Reading				X	Overnight travel				
Other: (Please list and describe)									

Mark each of the above physical actions with the rating that best matches the expectations of the position, based on a week’s time period, using the following scale:

**P:** **Present** (Less than 1% of the time), **but may or may not be essential** to the position  
**O:** **Occasionally** (up to 33% of the time) **and essential** to the position.

**F:** **Frequently required** (over 34-66% of the time) **and essential** to the position.  
**C:** **Continuously required** (over 67-100% of the time) **and essential** to the position.