**Job Title:** Machine Operator

**Department:**  Machine Shop

**Reports to:**  Manufacturing Supervisor

**Supervisory Responsibility:**  No

**FLSA Status:**  Non-Exempt

**Physical Demands:** Level III

**Job Summary:** Responsible for performing various tasks to set up, operate, monitor, and troubleshoot assigned machines. Responsible for inspecting parts to specifications and making adjustments, or tool changes as necessary to accurately complete tasks in a timely fashion. Read and interpret blueprints and diagrams to select, position, and secure machinery.

**Essential Duties and Responsibilities:**

* Ability to read and understand manufacturing work orders and complete documentation in an accurate and timely manner
* Choose metal blanks based on type and size required for job at hand
* Responsible for operating a progressive die metal stamping press machine that bends and forms blank metal parts to product specification
* Responsible for the cutting, threading and bending of pipe for goosenecks and stems for fixtures
* Set up, adjust and operate tube bending machinery and equipment to bend structural metal pipe to specifications
* Operate machine tools such as grinders and deburring wheel
* Cut pipe using bandsaws and cold cut saws
* Operate hoist, cart caddy, forklift, and manual pallet jack
* Accurately inspect parts with measuring tools to ensure correct dimensions
* Responsible for keeping equipment and work area clean and performing basic preventative maintenance functions on equipment
* Communicate with team members and support teams to ensure continuous production of the correct product at high quality levels with minimal wasted time and materials
* Work in accordance with all safety procedures and policies, and wear all PPE as needed
* Assist other manufacturing departments as directed by Management when necessary
* Adhere to all company policies, procedures and Standard Code of Conduct
* Maintain regular and prompt attendance
* Perform other duties as assigned

**Required Skills**

* Basic mechanical knowledge
* Must be able to use a tape measure and understand radius gauges
* Understand and interpret blueprints, specifications, and operating instructions
* Committed to quality, safety and continuous improvement

**Preferred Skills**

* Minimum of 2 years of high-volume production/manufacturing experience

**Educational/Certification/License Requirements**

* High School Diploma or equivalent

**Level III Physical Demands**

Following are descriptions of five terms on which physical demands are expressed:

**Seldom: not at all to once per work day.**

**Occasionally: up to 1/3 of the work day.**

**Frequently: up to 2/3 of the work day.**

**Constantly: 2/3 or more of the work day.**

**WNL: Within Normal Limits**

* **Stand**: CONSTANTLY - standing and sitting as necessary to complete task performed.
* **Walk**: FREQUENLY between work stations or to obtain parts and supplies.
* **Sit**: SELDOM to OCCASIONALY
* **Lift**: May lift smaller items on a FREQUENT to CONSTANT basis throughout the day. May OCCASIONALLY to FREQUENTLY lift and carry up to 50 pounds for short distances. May lift and carry up to 50 pounds on an OCCASIONAL basis.
* **Carry**: May OCCASIONALLY to FREQUENTLY lift and carry up to 50 pounds for short distances. May lift and carry up to 50 pounds on an OCCASIONAL basis.
* **Push/Pull:** CONSTANTLY
* **Controls**: CONSTANTLY. Controls include office equipment, and keyboards.
* **Climb**: The worker may be required to use a flight of stairs or a step stool on a CONSTANT basis.
* **Balance**: Within normal limits.
* **Bend/Stoop**: FREQUENTLY at waist level if retrieving a dropped item. The worker may slightly bend at the neck level on and CONSTANTLY to FREQUENT basis while working on computer.
* **Crouch**: FREQUENTLY
* **Twist**: May OCCASIONALLY be required at neck or waist levels to accomplish various tasks from either a seated or standing position. Can be regulated by use of proper body mechanics and positioning. In addition, the worker will CONSTANTLY twist at the wrists when working on keyboard.
* **Knee/Crawl**: Not a required physical demand of this position.
* **Handle/Grasp**: FREQUENTLY
* **Fine Manipulation/Fingering**: Not a required physical demand of this position
* **Reach: Floor to Waist Level:** FREQUENTLY to retrieve items located below waist level. Waist to Shoulder Level: FREQUENT with minimal extension to retrieve supplies from workstation. Shoulder Level to Overhead: SELDOM to OCCASIONAL, may be performed with either hand.
* **Vision**: Normal to corrected vision is required.
* **Talk/Hear:** The worker should have the ability to communicate effectively with co‐workers.

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.

***Barn Light Electric is an equal employment opportunity employer.***

**Acknowledgement**

I have received, reviewed, and fully understand the above job description. I attest that I am capable of fulfilling the satisfactory execution of the essential duties and physical demands described herein, under any and all conditions as described.

Employee Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Employee Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_