

The Auto Bolt Company

Job Description

JOB TITLE: ~~JOB TITLE:~~ Boltmaker Operator

SCOPE OF JOB: Set up and operate machines as assigned. Record and report production and trouble shoot as necessary. Produce quality parts per specification meeting customer requirements.

REPORTS TO: Production Supervisor

REQUIREMENTS/MUST HAVES:

- High School Diploma or equivalent
- Mechanical aptitude
- Ability to stand/walk for a full shift and climb stairs if necessary
- Ability to move tooling and material as required
- Working knowledge of SPC and gauging
- Able to interpret blueprints
- Basic knowledge of measuring tools
- Basic knowledge of pointer and roll thread sections
- Forklift Certification per Auto Bolt

PRIMARY RESPONSIBILITIES:

- Set up and operate Bolt Makers in a timely manner
- Use gages as required for quality specifications
- Complete SPC documents
- Set up wire drawer and begin feeding wire process
- Perform basic preventative maintenance on Bolt making equipment
- Perform machine adjustments as necessary
- Process paperwork per production and quality specification requirements
- Check for first piece approval before proceeding with production

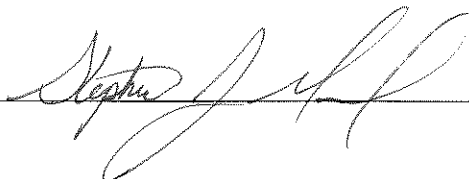
SECONDARY RESPONSIBILITIES:

- Material handling, as needed
- Clean machine area regularly, check oil reservoir and replaces oil as necessary
- Any other duties as required that commensurate with job position

IDEAL TRAITS:

- Team player
- Good communication skills
- Willing to work overtime
- Exhibit Auto Bolt Core Values
- Problem solving skills

Approved By: _____



Date: _____

12/23/2020