

ASPECT AUTOMATION Position Description

Position Title: Apprentice/Entry Level Machine Builder
Department: Assembly
Reports To: Assembly Supervisor

Job Summary:

Under the direction of other Machine Builders and Assembly Supervisor, fits and assembles components according to prints or sketches to construct, rebuild and repair special machines and equipment using hand tools and power tools.

Essential Job Duties and Responsibilities:

1. Begins to read and analyze assembly prints and specifications manual, and plans machine building operations.
2. Under close direction, fits and assembles components according to specifications and tests for conformance to specifications and operations.
 - Aligns components for assembly and assembles parts using hand tools.
 - Verifies conformance of parts to prints using measuring instruments.
 - Verifies alignment and tolerances of moving parts using measuring instruments.
 - Assembles, sets up and operates machine to verify functioning, machine capabilities and conformance.
 - Forms and fastens pneumatic and hydraulic lines, fixtures and attachments required to service machine with air, water and oil.
3. Debugs assemblies and machines by identifying and correcting problems affecting proper operation.
 - Assists during the debug phase of the project.
4. Fabricates and modifies parts as required.
 - Accurately lays out hole locations and drills and taps holes on parts for assembly.
 - Some knowledge of Setting up and operating metalworking machines to fabricate or modify parts.
5. Assists with installation, debug, repair and other field service duties that require offsite travel offsite.
6. Provides project feedback to project team and others as needed.
7. Actively participates in team reviews.
8. Performs other related duties and responsibilities as assigned.

Collaboration and Teamwork Expectations:

- Is an effective team member and is a supporter of the team concept. Cooperates with others inside and outside of their department and unselfishly offers help without being asked. Shares information and openly expresses ideas, in order to solve problems, foster innovation and achieve win-win solutions.
- Consistently models the following attributes; is trustworthy, intently listens, willingly helps others and communicates in a straightforward honest manner.

Essential Qualifications:

- A related two-year post high school diploma/certificate and a minimum of two years of relevant experience or a high school diploma/GED and a minimum of six years of relevant experience.
- Must be able to read prints.
- Beginning knowledge of fits, tolerances, and alignment of mechanical components.
- Beginning knowledge of working with and assembling pneumatic components and systems.
- Basic PC experience.
- Ability to travel, including air, occasionally overnight.

The most qualified candidate will also possess the following (skills, knowledge, standard abilities, etc.):

- Working knowledge of pneumatic systems.
- General machining experience.
- Demonstrated effective interpersonal and communication skills.

ADA Requirements:**Shop III**

- Bend, squat, climb, grasp, reach, lift or otherwise move about frequently and for extended periods of time.
- Lift, move or otherwise transfer up to 50 lbs. frequently, or more occasionally.
- Walk, stand or otherwise move about continuously.
- Exposure to typical machine shop physical hazards which may require respiratory protection.
- Typically sits, grasps items and performs keyboarding for occasional operation of a computer.