

Career Service Authority

Maintenance Machinist

Revised Date

Revised By

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FLSA Code

Non-Exempt

Est. Date

09/16/95

General Statement of Duties

Performs skilled machinist work in the fabrication, maintenance and repair of metal parts for mechanical equipment and machinery.

Essential Duties and Knowledge, Skill, and Ability Requirements

1. Designs and fabricates parts for mechanical equipment, machinery and heavy duty equipment working from blue prints, drawings, machine parts and specifications.
 - *Knowledge of fabrication, maintenance and repair practices, methods, tools and materials sufficient to be able to perform precision work in the fabrication, maintenance, and repair of tools and heavy equipment.*
 - *Knowledge of metal properties sufficient to be able to determine types and dimensions of metal and steel required for fabrication, maintenance and repair.*
2. Sets up and operates a variety of machines such as lathes, precision grinders, mills, etc., to perform machining operations.
 - *Skill in using equipment and hand tools common to machine repair.*
3. Performs standard shop computations relating to dimensions of work, tooling, speeds and feeds of machining.
 - *Knowledge of mathematics sufficient to be able to perform complex calculations including trigonometry.*
4. Inspects parts for any changes in dimensions utilizing rules, calipers, micrometers or other appropriate tools.
 - *Knowledge of mathematics sufficient to be able to perform complex calculations including trigonometry.*

- *Knowledge of metal properties sufficient to be able to determine types and dimensions of metal and steel required for fabrication, maintenance and repair.*
- *Knowledge of mechanics sufficient to be able to understand the dynamics of mechanical, tool and equipment operation.*
- 5. Performs multiple setups and operations to metal parts and accessories.
 - *Knowledge of safety hazards and necessary safety precautions sufficient to be able to establish a safe work environment for self and others.*
 - *Skill in exercising initiative, judgment and decision making in solving problems and meeting organizational objectives.*
 - *Skill in independently adapting, interpreting, and applying written guidelines, precedents, and standardized work practices to a variety of unprecedented and problematic situations.*
- 6. Fabricates major repairs of mainframes, cross members, fifth wheel assembly, travel support legs, and springs which require welding broken structural parts with arc or gas welding equipment.
 - *Knowledge of gas and arc welding sufficient to be able to perform welding work normally required in mechanical, structural repairs and fabrication of parts.*
 - *Skill in exercising initiative, judgment, and decision making in solving problems and meeting organizational objectives.*
 - *Skill in independently adapting, interpreting, and applying written guidelines, precedents, and standardized work practices to a variety of unprecedented and problematic situations.*
- 7. Performs other related duties as assigned or requested.

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Any one position may not include all of the duties listed. However, the allocation of positions to this class will be determined by the amount of time spent in performing the primary duties listed above.
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Job Requirements

Level of Supervision

No supervisory responsibility

Guidance and Decision Making

Guidelines are generally but not always clearly applicable, requiring the employee to exercise judgment in selecting the most pertinent guidelines, interpret precedents, adapt standard practices to differing situations, and recommend alternative actions in unprecedented situations. Work assignment is performed within an established framework under general

instructions. Employee is responsible for determining time, place and sequence of action to be taken. Unusual problems or proposed deviations from guidelines, practices, or precedents may be discussed with the supervisor before being initiated. Completed work is reviewed for soundness of judgment, conclusions, adequacy, and conformance to policy.

Interpersonal Communications

Contacts with the public or employees where factual information relative to the organization or its functions is received and relayed, or a service rendered, according to established procedures or instructions.

Physical Demands

Standing: remaining on one's feet in an upright position.

Walking: moving about on foot.

Lifting: raising or lowering an object from one level to another.

Carrying: transporting an object, usually by hand, arm, or shoulder.

Pushing: exerting force upon an object so that the object is away.

Balancing: maintaining body equilibrium to prevent falling over.

Stooping: bending the body by bending spine at the waist.

Handling: seizing, holding, grasping, or otherwise working with hands.

Fingering: picking, pinching, or otherwise working with fingers.

Feeling: perceiving attributes of objects by means of skin receptors.

Talking: expressing or exchanging ideas by means of spoken words.

Hearing: perceiving the nature of sounds by the ear.

Repetitive motions: Making frequent movements with a part of the body.

Eye/hand/foot coordination: performing work through using two or more.

Vision Requirements

Near acuity: ability to see clearly at 20 inches or less.

Depth Perception: ability to judge distance and space relationships.

Field of Vision: ability to see peripherally.

Accommodation: ability to adjust vision to bring objects into focus.

Color Vision: ability to distinguish and identify different colors.

Mental Demands

Mathematical reasoning
Memorization
Oral Comprehension
Spatial Orientation
Written Comprehension

Environmental Conditions

Extreme Heat: temperature hot enough to cause marked bodily discomfort
Noise: sufficient noise to cause distraction or possible hearing loss.
Hazards: conditions where there is danger to life, body, and/or health.
Atmospheric Conditions: conditions that affect the skin or respiratory system.

Working Conditions

Exposed to hazards from electro/mechanical/power equipment
Handles emergency or crisis situations
Subject to burns and cuts
Subject to injury from moving parts of equipment
Subject to many interruptions

Minimum Education

Graduation from high school or possession of a GED certificate.

Minimum Experience

Completion of a recognized apprenticeship program in the machinist trade OR three years of experience at the apprenticeship level in the machinist trade.

Licensure and Certification

Possession of a valid Colorado Class "R" Driver's License at the time of application.

Tool Requirement

Provides and replace hand tools.