



**Effective:** February 6, 2024  
**Job Description:** Machine Operator  
**Reports to:** Dry Cast Department Production Supervisor

**Job Summary:**

The Production Machine Operator will safely control various machines and equipment involved in production.

**Duties/Responsibilities:**

- Produces the required quantity of parts within established specifications and tolerances within the steel fabrication room on the wire cage and/or wire drawing machine.
- Measures finished parts with tape measure or caliper, ensuring compliance with function, quality, and cosmetic specifications.
- Inspects equipment prior to use to ensure proper setup and alignment; performs basic and routine adjustments and maintenance.
- Maintains a clean, safe, and orderly work area.
- Routinely run forklift with up to 15,000 lb. capacity.
- Performs other related duties as assigned.

**Required Skills/Abilities:**

- Good verbal and written communication skills.
- Ability to listen, understand, follow directions and work well in a team.
- Ability to work in a variety of roles.
- Perform machine maintenance at required intervals and make adjustments to ensure finished products meet required specifications during production.
- Familiar with and ability to use small hand tools.
- Routinely run forklift with up to 15,000 lb. capacity
- Able to read tape measure, production blueprints and calipers used to measure steel thickness.
- Ability to operate overhead crane.

**Supervisory Responsibilities:**

- None.

**Education and Experience:**

- Previous experience preferred, but not required.
- High school diploma or equivalent preferred.
- Experience with and working knowledge of welding processes preferred, but not required.
- Prior work experience operating a machine such as a steel press, automatic welder or similar equipment preferred, but not required.
- Job training for this position is provided by department foreman and supervisor.

**Physical Requirements:**

- Prolonged periods standing and walking, using tools, and performing repetitive actions that entail frequent bending, stooping, and lifting.
- Must be able to lift up to 60 pounds at times.
- Manual dexterity is needed to operate a variety of machinery and equipment.
- Must be able to work in a variety of weather conditions and tolerate exposure to typical noises and smells associated with the plant.
- Most production work is performed inside our main building, away from the weather.
- Must have good hand-eye coordination.
- Must have quick reaction times.
- Must be able to hear adequately enough to be alerted by horns, sirens, shouting, or any other noise that is meant to convey a safety warning.
- If a corrective device is required to achieve this level of hearing, the employee must be able to wear PPE without interfering with the corrective device or the required PPE.
- Lift arms above shoulder level
- Must be able to stand for long periods of time.
- Must be able to wear a hard hat, safety glasses, gloves, and safety-toed boots.