

CLASSIFICATION SPECIFICATION

FLSA:	NEXP	Job Code:	ACV34827
Job Class Code:	810	Salary Schedule:	ASRRMACH
EEO Category:	07	Grade:	17
Workers Comp Code:	8380		

Job Code Established:	09/28/92	Effective Date:	09/28/92
Job Code Revised:	01/01/01	Effective Date:	

JOB CODE SERIES: Equipment Maintenance and Repair Series

JOB CODE TITLE: MACHINIST

HRIS TITLE: MACHINIST

CHARACTERISTICS OF THE CLASS: Works under limited supervision of a Building Maintenance Supervisor, Physical Plant Supervisor, or Equipment Shop Supervisor. Has the authority to order parts, materials, and supplies needed to complete assigned projects; complete assigned projects using parts, materials, supplies, and equipment best suited to the needs of the user. Fabricates/machines metal parts for a variety of automotive, heavy construction, and/or industrial equipment. Work product consists of Machined/fabricated brackets, parts, gears, shafts, and other equipment components; repaired, rebuilt, and/or fabricated special purpose tools; records/reports of assigned projects/work activities. Responsible for determining the metal/alloy best suited to the use of the item being fabricated/machined; determining the fabrication/ machining procedures/techniques necessary to complete a project; completing assigned projects in a timely manner; maintaining records of completed projects.

EXAMPLES OF DUTIES: Operates a variety of fabrication/machine shop equipment, including lathes, grinders, drill presses, punches, threaders, and milling machines to fabricate parts, rebore cylinders, grind valves/valve seats, mill engine heads, regrind crankshafts, and other related fabrication/machining projects. Designs equipment parts, components, and/or modifications, to meet user needs, based on rough sketches and verbal instructions. Measures completed parts/components to ensure that they fit and comply with their design specifications. Maintains tools/equipment in safe/operable condition. Maintains inventory of materials and supplies needed for more common projects. Maintains records/prepares reports regarding projects completed. Performs related work as required.

WORK CONDITIONS: Exposure to potentially dangerous noise levels, grease, oil, dirt, and power shop equipment. Frequent lifting of items which may exceed 50 pounds.

KNOWLEDGE, SKILLS AND ABILITIES:

Knowledge of: the physical properties of various metals and alloys and their typical uses; metal fabrication/machining principles, methods, and practices; the operation of machine/fabrication shop tools/equipment, including lathes, grinders, drill presses, punches, threaders, and milling machines; safety procedures/practices associated with machine/fabrication shop equipment operation.

Skill/Ability to: machining parts based on blueprints, written specifications, and sketches; determining the type of metal/alloy best suited to the assigned project; operating /maintaining a variety of fabrication/ machine shop tools/equipment, including lathes, grinders, drill presses, threaders, punches, and milling machines.

SPECIAL SELECTION FACTORS: A medical/physical evaluation is required prior to appointment. Four years of journey level experience as a machinist or tool and die maker. Any combination of training and experience that meet the knowledge, skills, and abilities (KSAs) may be substituted.