



# TEI ROCK DRILLS, INC

P.O. Box 1309  
Montrose, CO 81402

## Job Description

**Title:** Machinist Level 3  
**Reports to:** Production Manager  
**Department(s):** Machine Shop  
**Classification:** Non-Exempt Full-Time On-Site Position (Standard Hours 7:00am – 5:30pm M-TH)  
**Pay Range:** Based on job-related experience, merit, & seniority within TEI Rock Drills

### Job Summary

- Entry level Loading & Operation of CNC Machines, & Grind Equipment in Machine Shop area. Complete these tasks as outlined by current Engineered Blueprints & Production Part Drawings with accuracy under supervisory assistance.

### Summary of Essential Job Functions

- Accurately load raw material and run machined parts on CNC machines, Manual Machines, & Grind Machines in an assigned Primary Area of Machine function with supervision
- Introduction to measuring critical features accurately to ensure they're measured & inspected to current Engineered Blueprint according to the in-process inspection report
- Deburr and clean manufactured parts as needed with supervision
- Setup and accurately produce machined parts on Manual Mills and Lathes with supervision
- Adhere to Machine Shop schedule as set by Machine Shop Supervisor and Production Manager
- Clean, organize, and maintain Machine area

### Minimum Requirements

- High school diploma or GED or comparable education training certificate
- Preferred minimum 1-3 years CNC Lathes, Milles, and/or Multus Machining experience
- Ability to be TEI Forklift certified
- Must possess a current and valid State Issued Driver's License

### Abilities Required

- Must be able to identify and properly use Personal Protective Equipment (PPE), demonstrate lock out tag procedures and OSHA requirements and guidelines
- Must demonstrate compliance with OSHA and EPA requirements and guidelines demonstrating safe workplace practices in the identification, handling and storage of hazardous materials
- Must be able to read and interpret Engineered Blueprints and Production Part drawings
- Own personal measuring instruments (i.e., calipers, micrometers, etc), & possess ability to use & interpret them
- Ability to stand throughout most of each work shift; lift and carry 50 Lbs. and maneuver up to 100 Lbs.

### Disclaimer

The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not to be construed as an exhaustive list of all responsibilities, duties, and skills required of personnel so classified. All personnel may be required to perform duties outside of their normal responsibilities from time to time, as needed.

**I have read and understand my job description.**

**Employee Name:** \_\_\_\_\_

**Employee Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_