

Amalga Job Description

Position: CNC Operator/Programmer

General:

The CNC Operator/Programmer for the Finishing Department reports to the Finishing Supervisor with regards to the operations and effectiveness of assigned activities at Amalga Composites. As a working Operator/Programmer, will be called on to program at the machine and run equipment as necessary while assisting, mentoring and training other department employees to meet or exceed all ACI goals.

Duties:

- Assist in setting daily/weekly/monthly objectives to meet sales, quality and on-time goals and objective.
- Programs at the machine and Operates shop machinery.
- Maintains open communicate with supervisor and employees providing guidance, training, and feedback.
- Assist in organizing workflow by ensuring assigned responsibilities and schedules are followed.
- Oversees and coaches' employees for improved performance.
- Has input in employee performance reviews.
- Assist in the safe use of equipment and adherence to scheduled regular maintenance.
- Assist in monitoring inventory levels.
- Assist in making sure that shop area is clean, organized, and free of dangers or hazards.
- Monitors production and makes/takes necessary action to improve.
- Maintains reports as assigned by the supervisor.
- Identify issues in efficiency and suggest improvements. Follows through on needed actions for continuous improvement.
- Assist in the training and monitoring of employees on how to use machinery safely and efficiently.
- Assist in the training and monitoring of employee compliance to company policies and procedures.
- Assist in the efforts of safety, housekeeping, and quality guidelines in accordance with company standards.
- Works closely with other supervisors in a cooperative manner to ensure proper flow of material for on-time delivery.
- Understands and employs all the requirements of ISO 9001 2015
- Understands and serves as backup in manufacturing reporting tools including but not limited to:
 - E9 Shipping Projection

- ACI Packet Tracker
- ACI Finishing Department Job Status
- ACI Wound and Ground Job Status
- ACI Job Traveler
- Epicor Job Entry
- All other duties as assigned.

Skills and Qualifications:

- Advanced programming skills in lathes and machining centers
- Proven experience as Lead or similar role
- Experience in using various types of manufacturing machinery and tools
- Skills in MS Office
- Organizational and leadership abilities
- Communication and interpersonal skills
- Self-motivated with a results-driven approach
- Problem-solving skills
- Experience in Lean manufacturing and 5S
- High School Diploma: Degree in a technical, engineering or relevant field will be an advantage.