



CNC-Machinist

Classification: Non-exempt
Schedule: 40-hour workweek

Location: Pasadena, TX
Reports to: Machine Shop Supervisor

POSITION SUMMARY

This position will be responsible for machining and manufacturing of mechanical seal components in order to meet and exceed customer expectations.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Read and interpret drawings, blueprints, and sketches to determine sequence and methods for machining components
- Use gages and measuring instruments to meet tolerance requirements
- Understand, interpret, and write basic codes/programs as needed
- Recognizes, deploys, and properly uses inserts, fixtures and tooling
- Understands and the ability to perform tool wear offsets
- Verify part specifications with measuring instruments such as micrometer, Vernier caliper, dial indicator and optical flat
- Operates CNC lathes and mills as required
- Consult with engineering as necessary
- Performs daily and regular cleaning and light maintenance task on CNC machinery
- Maintains equipment and ensures work area is always clean and safe.
- Contributes to a team effort by accomplishing related results as needed
- Perform all task in a safe and responsible manner

This job description is intended to convey information essential to understanding the scope of the job and the general nature and level of work performed by job holders within this job. It is not intended to be an exhaustive list of qualifications, skills, efforts, duties, responsibilities or working conditions associated with the position.

KNOWLEDGE, SKILLS, AND ABILITIES

- A comprehensive understanding of geometric dimensions and tolerances (GD&T).
- Perform basic mathematical calculations using decimals, fractions and/or metrics
- Good communication skills. Ability to communicate with respect to job assignments, job procedures, and applicable safety standards
- Must be organized, detail oriented and adhere to a high-quality standard
- Able to handle several tasks at a time and team oriented
- A positive and professional attitude with customers and co-workers
- Strong mechanical aptitude with basic troubleshooting skills is required
- Willingness to work overtime as needed



- Ability to work in a team-oriented environment
- Basic computer skills such as opening, creating, and updating content in MS Word documents and Excel spreadsheets

EDUCATION AND EXPERIENCE

- High School Diploma or equivalent
- Technical Degree/Certification a plus
- 3 to 5 years of CNC machining experience
- Programing skills preferred, but not required

Physical Requirements and Environmental Conditions:

- Physical stamina and dexterity, including but not limited to- the ability to stand and walk up to 8 hours a day, climb, kneel, crawl, sit, bend at waist or squat
- Able to lift, push, and pull up to 50 lbs.
- Ability to read technical manuals and drawings
- Manufacturing/Machine Shop
- Loud noise

All qualified applicants receive consideration for employment without regard to age, race, color, religion, gender, creed, national origin, physical or mental disability, marital status, veteran status, disabled veteran status, or status as a member of any other protected group or activity.