

Job Title:	OD / ID Grinder	Job Category:	Manufacturing
Location:	Howell	Travel Required:	No
Reports To:	Team Leader	Position Type:	Full Time
Company Supporting:	AA Gear & Manufacturing		REV A- 7/6/15

Job Description

Under limited direct supervision, is responsible for understanding and performing all types of grinding. Must execute work within established procedures and process under both verbal and written instructions. including (but not restricted to):

Role and Responsibilities

- Bring a "can do" team attitude and self-motivated productivity to the job with core value to promote and participate in success and growth of the company
- Set up and operate a variety of manual ID and OD Grinders.
- Build tooling fixtures, prototype, and limited production.
- Must be able to hold .0002" tolerances.
- Must be able to use all necessary gages and gaging equipment.
- Must be meticulous and detail oriented

Task Competencies:

- **Equipment Used** – Basic maintenance tooling, ID / OD Grinders, Jig grinders, Surface grinding, hones, gaging.
- **Physical Requirements** - Ability to bend, reach, lift, move and carry tools and materials weighing 45 pounds or less; ability to reach and adjust equipment control settings

Core Competencies:

- **Accountability** - Takes personal responsibility for all work activities and personal actions and acknowledges mistakes and failures without blaming others.
- **Client/Customer Service Orientation** - Takes personal responsibility for dealing with and/or correcting customer service issues and concerns.
- **Dependability/Efficiency** - Strives to complete activities/projects in a timely manner on or before scheduled deadlines with minimal errors.
- **Interpersonal Skills** - Demonstrates an ability to work effectively with others employing self-regulation to manage interactions with other students and staff.
- **Respect and Valuing Diversity** - Demonstrates the ability to recognize, understand, accept and appreciate the value of workplace diversity; respects the practices, values, and points of view of other individuals and groups.
- **Ethics** - Demonstrates the ability to adhere to an appropriate and effective set of core values and beliefs and to act in line with those values.
- **Quality Assurance/Attention to Detail** - Accomplishes tasks through concern for all aspects of the job, no matter how small. Accurately checks processes and tasks and follows up.

Education/Experience

- Must have a high school diploma or a GED.
- At least 10 year experience
- Ability to identify and correct machining flaws.
- Knowledge of safe equipment operating procedures and work practices.
- Operating and adjusting equipment control settings for CNC machines.
- Ability to check machined parts for conformity with work specifications / quality standards.
- Ability to read and interpret production blueprints and specifications, operating procedures, GD&T, and machine parts listings.
- Jig and surface grinding experience a plus.
- Ability to communicate and work cooperatively with others.
- Familiarity with machine shop environment, machining processes and basic equipment.
- Ability to use precision measuring instruments and inspect parts per drawing.