

MORTON MANUFACTURING

"Quality Aerospace Fasteners"



JOB DESCRIPTION

Job Title: Auto Point Operator	Reports to: Manufacturing Supervisor
Department: Machining	FLSA: Hourly
Approved by: Human Resources	

Position Overview

Set up and operates 3 Auto-Pointing machines to ensure that quality standards and consistently met and produced in the least amount of time.

Essential Job Functions and Responsibilities

- Perform a series of repetitive operations requiring manual dexterity and visual acuity at AP machines.
- Responsible for the cleanliness and preventive maintenance of the machines and surrounding area.

Scope

- This position reports to the Manufacturing Supervisor and does not have any direct report.

Requirements / Qualifications

- Must be 18 years of age or older.
- High School Diploma/ GED.
- Employee must show an aptitude for machining. A willingness to perform the physical functions required.
- Positive attitude and readily volunteers and seeks training opportunities.

Preferred Qualifications

- Completion of formal apprenticeship or equivalent training experience.
- Blue print reading skills.
- Good mechanical aptitude and mechanical reasoning.

Physical Requirements

- Employee is required to stand for long periods of time. Must be able to walk and lift or carry parts or other items weighing up to 40 pounds throughout the department. Uses arms, hands, and fingers to operate machinery and use tools, computers and other equipment. Must have near vision to be able to read, focus and make adjustments in performing duties.

Work Environment

- Primary work is done under the machine shop conditions. Noise level is high. Employee is exposed to cutting oils, chemicals, moving machinery or equipment.

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NOTE: This job description is not intended to be all-inclusive. Employee may perform other related duties as assigned to meet the ongoing needs of the organization.

ADA Statement

The Company is committed to providing reasonable accommodations for persons with disabilities upon request of the individual. Individuals with disabilities requiring an accommodation should contact the Human Resources Department

EQUAL EMPLOYMENT OPPORTUNITY STATEMENT

It is the policy of the Company to afford equal employment opportunity to all individuals, regardless of race, creed, color, religion, gender, national origin, ancestry, age, marital status, veteran status, disability, medical condition (as defined by California Government Code section 12929), gender identity or sexual orientation.

The Company's commitment to equal opportunity is applied through every aspect of the employment relationship, including, but not limited to, recruitment, selection, placement, training, compensation, promotion, transfer, termination, and all other matters of employment.

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The above statements describe the general nature and level of work being performed by people assigned to this job. They are not intended to be an exhaustive list of all responsibilities, duties, and skills required by employees in this position. Employees are expected to be flexible and responsive to changes in the scope of their duties. Furthermore, they do not establish a contract for employment and are subject to change at the discretion of the company. All employees are expected to be familiar with and adhere to Morton Manufacturing Personnel Policies & Procedures.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Acknowledged and Received:

Printed Name

Date

Employee Signature