Downloaded from <https://www.velvetjobs.com/job-descriptions/manual-machinist>

# Example of Manual Machinist Job Description

Our growing company is looking to fill the role of manual machinist. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

## Responsibilities for manual machinist

* Provide technical assistance for common equipment issues
* Capable of training other machinists and correcting data entry errors
* CNC - Solid understanding of multiple machine control interfaces within the local plant environment
* Familiar with programming, editing and offset
* Supports the QRC’s efforts at maintaining performance standards in the areas of safety, cost of scrap/rework and on time performance
* Ability to demonstrate working knowledge of processes necessary to complete all assigned task within the production schedule
* Ability to communicate all manufacturing processes to peers and supervisors
* Capable of communicating suspected equipment or tool failure in a timely manner
* Familiar with inspection equipment, their functions and uses in order to ensure that all manufactured parts are machined within tolerance limitations
* Maintains minimal scrap and rework on all manufactured parts

## Qualifications for manual machinist

* Requires good manual dexterity
* Exposed to hazards/risks that require body protection (gloves, pants, steel toes, sleeves, safety glasses)
* Must be able to set-up and operate at least two of the fabrication processes (Radial Drill, Saws and Single Spindle Drills) while achieving and maintaining established quality and efficiency standards
* Make parts to meet the requirements of Design and Manufacturing Engineering using proper tooling, inspection equipment and through proper set-up and operation of equipment
* Measure, examine, and test completed units in order to detect defects and ensure conformance to specifications, using precision instruments
* Applies basic skills.Performs simple fabrication processes