

Job Description

Foundry Set-Up Technician

Department:	Foundry
Reports To:	Foundry Manager

JOB SUMMARY:

This position requires our Foundry Set-up technicians to perform set-ups daily in our Foundry department. May also include casting and/or foundry room operations as well.

ESSENTIAL DUTIES:

- Machine and Mold installations
- Effective setups including troubleshooting
- Thorough and accurate completion of job-related documentation
- Accurate and timely completion of employee training and related documentation
- Ensure that all aspects of production functions smoothly in order to meet customer requirements and expectations while meeting Company's expected daily productivity goals.
- Ensures that the production process runs smoothly, and that information is maintained, adjusted as needed, and communicated on an ongoing basis. Follows Production Schedule.
- Performs tool preventative maintenance at the direction of the Foundry Manager.
- Regularly monitor and interpret the daily schedule to anticipate all mold changes
- Responsible for setting up auxiliary equipment (ie: saws, fixtures, supplies, etc.).
- Follow set up checklist and communicate improvement recommendations
- Clean the area after machine set up is completed before releasing it to production.
- Report any out-of-spec conditions with mold or machinery immediately to Foundry Manager
- Enter tilt times from set up sheets
- Identify tools with proper tagging requirements.
- Participate in ensuring total facility and manufacturing, safety, and housekeeping regulations.
- Operate the forklift and pallet jacks safely and successfully.
- Use a variety of large hand and bench tools, including an overhead crane to set up processing equipment in a safe manner.
- Performs housekeeping functions in foundry department including tool preventative maintenance, machine cleaning and manufacturing floor cleaning in safe manner.
- Trains new and existing Set Up Techs in the performance of their duties and tasks.
- Follows work instructions, process sheets and Quality control procedures for performance.
- All other responsibilities or duties as assigned
- Ensure all documentation is completed consistently, accurately and timely on an on-going basis.

MINIMUM QUALIFICATIONS:

- Must have a high school diploma or GED
- Must have at least 6 months previous set-up experience
- Must be able to lift up to 50 lbs. on a regular basis
- Must be fluent using a computer
- Must have reliable transportation

PREFERRED QUALIFICATIONS:

- Previous foundry set-up experience
- Previous foundry experience
- Previous production inspection

PHYSICAL AND MENTAL DEMANDS:

- Must be able to lift up to 50 lbs. on a regular basis
- Must be able to read gauges
- Must be able to wear eye and hearing protection
- Must be able to read and understand English language
- Must be able to use basic math skills
- Must be able to stand 10-12 hours a day
- Must be able to work in a hot environment up to 120 degrees

The mental and physical requirements described here are representative of those that must be met by an individual to successfully perform the essential functions of this position.

WORKING ENVIRONMENT:

- Hot environment up to 120 degrees
- Loud machinery
- Air conditions include foundry dust

The work environment characteristics described here are representative of those an individual encounters while performing the essential functions of this position.