

Job Title:	Machinist
Location:	Glasgow
Responsible To:	Works Manager
Direct Reports:	None
Review Date & Rev No:	June 2025, Rev. 0

Purpose of Job:	<p>To ensure successful operation of a machine to achieve continuous throughput of machined components in line with the Company's Quality Management System and customer requirements.</p> <p>To support other manufacturing operations where required as directed by Management.</p>
Key Areas of Responsibility:	<ul style="list-style-type: none"> • All safety rules and regulations must be conformed to at all times. • Use PC / Job Tickets to determine next job to run on machine. • Check that material type, cast number and kit issue document is correct for the job being carried out. • Verify that the tooling set up package and job/route card match and the correct revision of the drawing is being used. • Set up the machine based on the Machine set up procedures. • Ensure that a 'first off' inspection is carried out on all jobs by the relevant inspector before continuing with job. • Continuous monitoring of the machine and cutting tool performance during the manufacturing process against the drawing and in accordance with the work instructions. • All threads to be gauged and all burrs and sharp edges to be removed unless otherwise instructed in the work instructions. • Non-complying components during set up and run must be kept separate from good or reworkable parts and the Works Manager should be made aware of these. • Any reworkable parts should be reworked. • After completion of the job, the program package and tooling should be returned to the appropriate locations. • Any quantity of unused material should be logged using the material returns procedure and returned to the storeman. • All completed components should be cleaned and placed in a box in such a way that damage should not occur when in transit to the next operation. • Deburring should be carried out where possible using hand, bench or machine operations. • All equipment should be handled/stored in a safe manner and in such a way that no damage occurs. • Work area should be kept clean and tidy at all times and all spillages should be dealt with at the earliest opportunity. • Ensure Metal Working Fluids (MWF) Tests are carried out monthly and results recorded.
Interfaces:	<p>Internal: Welding, Store persons, QC Inspector, Line Management, Supervisors, CSA's, Internal Auditors</p> <p>External: External Auditors</p>

Qualifications:	Essential	Desirable
	<ul style="list-style-type: none"> Higher Grade education or equivalent 	<ul style="list-style-type: none"> HNC Engineering or equivalent Previous Experienced CNC Operator
Experience Required:	Essential	Desirable
	<ul style="list-style-type: none"> Experience as a Machine Lathe operator/setter 	
Skills/Training Competences:	Essential	Desirable
	<ul style="list-style-type: none"> Good communication skills Good knowledge of Word and Excel Good organisational skills Team Player and able to work on own initiative Flexible & Adaptable Plan workload effectively 	

Please note that you may be requested to undertake other duties from time to time and it is possible that your duties may change over time. You will be expected to cooperate with all reasonable requests. If the changes are deemed to be longer term then this job description will be revised.

Signature of Job Holder: _____
 Name in Capitals ()

Date: _____

Signature of Manager: _____
 Name in Capitals ()

Date: _____