

Lead Mold Maker

Reports To:	Department Supervisor	Division:	Tooling
Grade Level:	9	EEO Code:	6-806
Job Classification:	Non-exempt	Date:	Dec 2016

Job Summary:

Responsible of leading the build and repair of all types , sizes and shapes of plastic injection molds.

Essential Duties and Responsibilities:

- Organizes, reviews and interprets CAD files for project information.
- Works with other internal departments to review and plan the labor involved with the incoming mold.
- Responsible for the delegating and the smooth transition of work to the various departments, (i.e.: EDM, CNC, etc.)
- Inspects and prepares steel to ensure tolerance and specifications before sending to heat-treat.
- Uses precision tools for measuring, gauging and altering mold to ensure accurate specifications.
- Responsible for complete final inspection and assembly.
- Required to keep work area clean and organized.

Additional Responsibilities:

- When requested, may work on special projects and various related assignments.
- May be required to work in various areas of operations when necessary
- Performs other related duties and assignments as required.

Physical Demands and Work Environment:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to sit, talk and/or hear. The employee is frequently required to use hands to finger, handle or feel. Must be able to stand for long periods of time. The employee is occasionally required to reach with hands and arms. The employee is required to climb or balance, stoop, kneel, crouch and/or crawl. The employee must also occasionally lift and/or move up to 75 pounds. Specific vision abilities include close vision and color vision. Ability to solve practical problems and deal with a variety of concrete and abstract variables in situations where only limited standardization exists

The noise level in the work environment may range from moderate to loud.

Education, Skills and Experience:

- Completion of a formal apprenticeship program, technical school training program.
- Minimum of 5 years experience in a tool room environment as a mold maker.
- Ability to read and understand blueprints or other cad-cam software.
- Good communication skills.

This job description in no way states or implies that these are the only duties to be performed by this employee. He/she will be required to follow any other instructions and to perform any other responsible duties as requested by his/her supervisor.

Employee: _____ Date: _____

Supervisor: _____ Date: _____