



**Position: Machine Operator**

**Department:** Manufacturing

**Company Overview:**

Specialty Products Company (SPC) is a leading designer and manufacturer of wheel alignment parts. Selling more than 1,500 sku's to customers on every continent, SPC sets the gold standard in product design, training, and customer service at the WD and installer level. SPC is an ISO/ TS16949 certified company. Since 1971, its commitment to quality at every step of the way has made SPC the installer's preferred wheel alignment part brand.

**Summary of Duties:** Machine Operators perform basic set ups, and maintain and operate a variety of machines to produce precision parts. Machine Operators report to the General Manager of Manufacturing/Assistant Manager, and take direction from Production Supervisor, and shift leads.

**Required Competencies:**

- **Active Listening/Execution:** Follow structured procedures and instructions both verbal and written, ask questions when appropriate.
- **Physical Strength:** Able to lift up to 50lbs repetitively, stand, and undergo continuous bending and reaching for periods up to 10hrs/day.
- **Safety:** Follow all safety-related guidelines and procedure to safely operate and clean machines.
- **Coordination:** Work well with others to meet team goals; able to be flexible, adaptable, and reliable in a fast-paced, growing team environment. Able to fill shift requirements as needed.
- **Fine Motor Skills:** Build, assemble, and connect multiple components.
- **Withstand Industrial Working Environments:** Able to work near loud noises, occasionally be exposed to fumes and odors, chemicals, and large equipment operating with high voltage and moving parts.
- **Math:** Ability to use basic math to perform various functions such as calculate material length and quantities, convert dimensions, calculate offsets, etc.

**Preferred Competencies:** *(Background in these competencies valued but not required)*

- **Machines:** Operate and perform basic set-up of machines such as mills, drill presses, lathes, saws, CNC machines, tubing bender, laser cutting table etc.
- **Operation Monitoring:** Monitor part production and other indicators to make sure a machine is working properly; follow safety protocols and check for warning signals.
- **Mechanical Drawing/Print reading:** Read and interpret basic mechanical drawings and technical specifications to ensure that machine tools are accurately set-up and products are produced with precision.
- **Equipment Maintenance/Repair:** Perform basic maintenance, cleaning and inspection of machinery and other equipment.
- **Quality Control Analysis:** Conduct tests and inspections to validate that pieces meet specifications and provide feedback to managers on problems.
- **Transportation:** Pick-up and make deliveries.
- **Mechanical Skills:** Perform basic mechanical functions with hand tools.

**Example Activities:**

- Operate different types of machines (e.g., saws, CNC and or manual lathes, Mills, tube benders, punch presses, laser cutting table, etc.) Enter relevant data into computer system
- Review specifications and/or mechanical drawings to validate component quality
- Make tool offsets and inspect inserts to keep component dimensions within the specifications.
- Assemble product parts
- Perform specified maintenance, cleaning of work area, shipping and receiving, deliveries and other associated or related support activities
- Identify indicators of poor quality and make adjustments to machine parameters/ settings to optimize product quality.

**Additional Tool-Kit Requirements** – *you must provide the following:*

- Safety glasses with side shields
- Steel toed shoes (the company will reimburse annually per reimbursement policy)
- 6-inch calipers + metric required
- 0-1-inch micrometer + metric required

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

**I am able to perform the essential duties of this position with or without a reasonable accommodation:**

If an accommodation is needed please indicate here:

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date