

## **Journeyman Tool and Die Maker Job Description**

**Position:** Journeyman Tool and Die Maker

**Department:** Innovation and Technologies

**Reports to:** Tool Room Foreman

**FLSA Status:** Hourly

### **Summary of Position**

Under the direction of the Tool Room Foreman, this position interacts regularly with the Design, Molding, and Final Assembly teams to provide injection molds, tools, and assembly fixtures. The ideal candidate must be self-motivated, able to work well with others, follow instructions, and learn the proprietary tooling construction and machining methods of the department.

### **Primary Duties and Responsibilities**

Supports Manufacturing in the following areas:

- Performs operations common to the toolmaker trade including:
  - Creation of Plastic injection molds and/or components,
  - Mold Triage
  - Tooling repair
- Perform routine mold maintenance, cleanings, and complete tool change overs
- Perform routine machine maintenance
- Familiarity with tool room machinery such as lathes, mills, and grinders, both manual and CNC
- Able to machine parts and hold tolerances within .0005" (or tighter) where applicable
- Commitment to keeping a neat and organized personal work space
- Develop specifications from simple and complex blueprints, or hand sketch simple parts on paper
- Strict adherence to all safety requirements including proper dress attire, safety glass, safety shoes, hearing protection, and the proper use of cleaning fluids and coolants
- Consistently attends work on time
- Willingness to work overtime
- Takes responsibility and pride in doing work precisely and correctly

### **Knowledge, Skills, and Ability Requirements:**

- Basic knowledge of programming (conversationally) CNC mills such as Hurco Win-Max and Accurite Mill Power
- Must own basic tool room tools and have a common understanding of micrometers, depth micrometers, and dial calipers
- Must have basic math skills including geometry and trigonometry to calculate angles
- Must be able to read drawings and calculate dimensions not on drawings

- Must be able to perform set up for machining
- Demonstrate accountability and adhere to meeting deadlines
- Must be able to follow directions from lead
- Must be able to move 100lbs with assist and ability to lift 50lbs.
- Must be able to stand for prolonged periods
- Must be able to reach, bend, and stretch with minimal assistance
- Must possess basic computer skills

### **Skills Not Required, but Desirable**

- Knowledge of Charmilles Die Sinking type EDM(s) RoboForm 350 in house
- Knowledge of AutoDesk Inventor, Solidworks, or other modeling software
- Knowledge of CAM software and / or AutoDesk Inventor CAM post processor

### **Minimum Education and Experience Requirements:**

- High school diploma or equivalent
- Completion of a state indentured Tool and Die apprenticeship or equivalent on job experience

### **Required Values**

- Considers multiple factors (Safety, Quality, Delivery, Cost & Inventory) when making recommendations/decisions.
- Demonstrates high levels of positive energy and enthusiasm and a willingness to take on new challenges, responsibilities and assignments - strives to go beyond what is expected.
- Projects a professional image in appearance, communication, and behavior even during times of stress, instills trust and is open, honest and approachable.
- Seeks and takes advantage of opportunities to learn from others and share own knowledge so others may benefit.
- Involves and informs others as appropriate in identifying issues, problems, opportunities and developing solutions.
- Acts and communicates in an ethical and truthful manner, leading by example and earning the respect and trust of co-workers, customers, and other stakeholders.
- Effective problem solving and critical thinking skills.