



KOLBERG-PIONEER, INC.

Position Description

POSITION: MACHINE OPERATOR – WHITNEY PLATE LASER

LABOR STATUS: FULL -TIME / HOURLY / DIRECT

REPORTS TO: DEPARTMENT SUPERVISOR

REVISED: AUGUST 14, 2017

Basic Function

Work is performed under the supervision of the Department Supervisor and in cooperation with the Department Leader. The Whitney Plate Laser is operated by a Siemens Controller which is run on NC code. Operators must use both G-Code and M-Code to operate this machine.

Primary Duties and Responsibilities

1. Operators on a daily basis are required to adjust programs. These adjustments include:
 - a. Editing the programs to incorporate the “edge find” of the sheet on every program.
 - b. Having to edit which Tech Table is being called out since the operators have to adjust them continually on every program..
 - c. Continually adjust G-Code errors when they arise.
 - d. Adjusting Cutting Command errors overlooked by Programmers (OUTLINE, FINE, ETCH, SPECIAL).
2. Operators must understand how to read the G-Code in the program to return to Cutting Path when needed since there is no longer a screen showing what is being cut. They must “block skip” back through the program using only G-Code to find their correct position to continue cutting.
3. Operators must continually adjust and understand which cutting variables each process is dependent upon for each task. To adjust these cutting parameters, the operators must create their own Tech Tables per thickness of the steel being cut. Some of the adjustments the Operator must make include:
 - a. Standoff (how high the cutting head is above the sheet when cutting).
 - b. Focal position of the laser beam.
 - c. Gas pressure of both nitrogen and oxygen depending on what type of gas is being used to cut.
 - d. Speed of the cut in inches per minute (also varied by both thickness and type of gas being used whether it is nitrogen or oxygen).
4. All of these parameters need to be set to have a good cut quality of parts coming off the Laser Table. Every time Cutting Head is replaced or parts inside are replaced, the Tech Tables need to be adjusted accordingly (sometimes multiple times a day). Tech Tables must also be adjusted when the cutting head becomes contaminated to ensure a good cut quality until the cutting head is repaired, and then readjusted back.
5. Operators must also ensure the laser is properly centered at all times. The lower cover slide is to be clean and clear of any contaminates to ensure a quality cut, as well as to maintain the health of the laser head unit.
6. Operators must continually monitor the temperature of the Cutting Head to ensure no contaminates have made it up on one of the lenses inside the Cutting Head.
7. Operators are actively involved in troubleshooting the Laser Table when issues arise. Operators must make issues known when Manufacturer Techs come out to work on the Laser to ensure the issues can be resolved.

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Position Description for **MACHINE OPERATOR – WHITNEY PLATE LASER**, cont.

8. Operators monitor water conductivity and have to properly maintain the levels in the chiller to ensure that the conductivity is maintained at a safe level to avoid errors and faults in the machine operation.
9. Operate or use various hand, power, and air tools including, scrapers, grinders (portable & bench), wrenches, hammer, cutting torches, a tape measure, and use of plasma torch. Also operate or use forklifts, and overhead hoists and cranes with associated rigging equipment.
10. Perform work to the utmost of one self's ability at all times. Continuously strive to improve one self's work-related skills, efficiency, and the quality of output.
11. Fulfill work requirements according to KPI quality standards determined for the assigned work tasks, including incoming and outgoing quality checks, and other quality inspections as required. Document actions by completing production and quality forms.
12. Participate in process and/or product development and/or improvement assignments, programs, teams, and focus groups.
13. Maintain a safe, organized, and clean working environment following 6S guidelines.
14. Conserve Company resources by using equipment and supplies as needed to accomplish work tasks.
15. Use Company property with care and respect, help maintain it in good working condition, and retain it on Company premises.
16. Perform or assist in other assigned duties as qualified and trained.
17. Interact with fellow employees, customers, and management in a cooperative, supportive, and courteous manner; comply with Company policies, procedures, rules, and regulations; and uphold KPI Core Values.

Essential Functions of the Job (with or without reasonable accommodation)

1. Perform work standing on concrete a minimum of 8 hours and up to 12 hours per day, and a minimum of 3 days up to 7 days per week.
2. Willingness to train/work during hours outside of regularly-scheduled core shift.
3. Flexibility to work additional hours beyond and/or consecutively with core work schedule when needed.
4. Willingness to cross-train and perform the work of any job tasks or positions within the Company as assigned, outside of or in addition to primarily-assigned position, work area, and/or department.
5. Willingness to assist with training and mentoring co-workers.
6. Regular and reliable attendance, appearing on time for each scheduled work day and working all the scheduled work hours.
7. Perform work safely in accordance with all Company safety policies, procedures, and Personal Protective Equipment (PPE) requirements.
8. Perform work in various physical positions including standing, kneeling, squatting, bending, and reaching (temporary variances may be accommodated based on employee's primary assignment).
9. Perform work in heavy industrial setting with exposure to heat, cold, and humidity, industrial odors, fumes, gasses, chemicals, oil, grease, smoke, dust, loud noise (hearing protection provided and required), and vibration. Work involves climbing ladders and stairs, movement of heavy objects, using pneumatic tools, working with moving machinery and equipment, working near moving mechanical parts, working in cramped quarters, and working above floor level which could include high, precarious places. There is risk of electrical shock associated with this job.
10. Ability to wear the Personal Protective Equipment (PPE) required for this position, including hearing protection, safety glasses, safety boots with metatarsal guards, face shield, welding helmet, welding gloves, welding sleeves/jacket (leather or cloth), and welding apron/chaps. A respirator may also be required. Fall protection may also be required.
11. Ability to operate or use a variety of hand, power, and air tools and devices.
12. Ability to use and read a tape measure correctly. Ability to add, subtract, multiply, and divide whole numbers, common fractions, and decimals.

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Position Description for **MACHINE OPERATOR – WHITNEY PLATE LASER**, cont.

13. Ability to understand and read blueprints and/or other printed instructional materials for guidance and specifications in order to assemble and/or weld products or parts in a correct and efficient manner.
14. Ability to apply common sense.
15. Must complete and maintain forklift operation certification and be able to safely operate a forklift when necessary.

Education and Experience

1. Must successfully complete a pre-employment drug screening, physical, and background check, and random drug and/or alcohol screenings throughout employment.
2. High School Diploma or General Education Degree (GED) preferred.
3. Relevant trade school or college course work desired.
4. Ability to correctly use and read a tape measure, and read/understand job-related blueprints, and use of micrometer for measuring plate thickness required.
5. Heavy equipment manufacturing experience desired.
6. Computer experience desired, particularly the ability to use a mouse, and locate and open/close files.

Essential Qualifications

1. Must be dependable, dedicated to getting the job done correctly, and use time wisely.
2. Adept at problem-solving. Adaptable to new situations and challenges. Open to changes and new ideas.
3. Ability to satisfactorily work alone with reasonable instructions, training, and supervision, and ability to work with others respectfully and professionally in a team environment.
4. Ability to communicate, express needs, and ask questions.
5. Ability to apply commonsense understanding to carry out detailed and written and/or oral instructions.
6. Ability to handle the stress that accompanies production standards and deadlines.
7. Ability to accept constructive criticism and make subsequent adjustments, and willingness to rework incorrect tasks completed by oneself or others.

Physical Demands

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 continually required to talk and hear. The employee frequently is required to communicate and exchange accurate information. The employee frequently is required to walk; stand; sit; use foot/feet; use hand/foot controls; use both hands to finger, handle, feel, grip, or drive; use fine finger ability; use wrist motion; reach above/below shoulders; reach and carry with hands and arms; step up/down, climb or balance; and bend/stoop, twist, squat/crouch, kneel, or crawl. The employee occasionally will work outside the facility, encounter uneven or slippery surfaces, or work in wet conditions. Specific vision abilities include close vision, distant vision, color vision, peripheral vision, depth perception, ability to adjust focus, and hand-eye coordination.

Primary work assignment will require employees to frequently push/pull/lift from the floor to the table, and lift from table to shoulder level, up to 45 pounds. Employees may occasionally push/pull/lift below or above shoulder level greater than 45 pounds if they are physically able to do so safely. Employees are encouraged to use caution at all times when pushing/pulling/lifting. Please consider the size, shape, weight of the object to be pushed/pulled/lifted, the path and the distance you must travel along with your own physical ability. If necessary, please seek assistance with pushing/pulling/lifting tasks. Employees should never lift more than they are physically able to handle safely.

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Position Description for **MACHINE OPERATOR – WHITNEY PLATE LASER**, cont.

Additional Qualifications with Appropriate and Reasonable Training Time:

Machine Operator Wage Group 2 (entry-level): Successfully fulfills all the primary duties and responsibilities in conjunction with the essential qualifications and physical demands listed above. Must assist with loading and unloading of parts and cleaning of parts, and be able to operate the machine using the basic machine controls.

Machine Operator Wage Group 3: Successfully fulfills all the requirements for Wage Group 2, and is capable of adjusting the machines for different materials and thicknesses. Able to monitor consumable life and determine when replacements are needed. Able to diagnose quality problems with the part and make corrections. Able to perform operator maintenance on the machine.

Machine Operator Wage Group 4: Successfully fulfills all the requirements for Wage Group 3, and is capable of making any necessary adjustments to the advanced machine controls. Has the ability to successfully manipulate and edit CNC programs when necessary.

This description is intended as a guide only. The listed duties may be changed at the discretion of the incumbent's supervisor.