

Title of Position: Operator
Reports To: General Manager
Location: North Branch, Minnesota

Overview:

Responsible for the manufacturing of precision machined components. Responsible for satisfying customers by meeting specifications and delivery requirements while pursuing continual improvement and achievement of established Company goals.

Essential Duties:

- Adhere to all Company policies, procedures, and rules.
- Promote a safety awareness and commitment at all times.
- Maintain confidentiality of information received, created, or processed.
- Operate a machine, perform all inspections, make simple adjustments to keep machine running, which requires judgment in order to adjust, check, and/or notify set-up person when machine needs resetting.
- Contact Leadperson or qualified individual if machine adjustments are needed.
- Perform quality checks to ensure product meets customers' specifications.
- Achieve production rate and quality standards.
- Operate and perform quality checks to ensure product meets customers' specifications, on two or more machines.
- Perform preventive maintenance on equipment.
- Prepare machines and reload material.
- Ensure completed parts from machine being operated are delivered to Receiving Department.
- Report issues (concerns, irregularities) to Production Lead regarding machinery, safety, production, quality, and variances in meeting setup and runs rates.
- Identify and assist in leading the implementation of Continuous Improvement.
- Maintain 5S cleanliness standard in work area.
- Read and understand QP-13-01 for nonconforming materials.
- Accurately fill out applicable quality-related forms.
- Communicate effectively with other employees in order to improve the flow of parts from department to department.
- Perform other duties as assigned by supervisor or Leadperson.

Education/Experience:

High school diploma or GED; and 1-4 years related experience and/or training; or equivalent combination of education and experience.

Other Abilities and Skills:

- Use hand tools
- Read and use micrometer
- Read a dial caliper
- Use keyence
- Use comparator
- Time management skills
- Effective communication skills
- Lean Manufacturing experience
- Attention to detail
- Ability to comprehend the consequences of various problem situations and to refer such problems to the appropriate individual for decision-making.
- Ability to work with a wide range of personalities in a courteous, effective, and efficient manner, representing WCS in a professional manner.