



**Position:** Multi-Die Press Operator Level 2

**Status:** Non-Exempt

**Reports To:** Plant Manager

**Dated:** 09/15

**Summary:** The Level 2 Multi-Die Press Operator is a continuation of the Level 1 position. It is achieved when the Level 1 operator has the capability of setting up and/or operating at least two continuous-run press lines consecutively and also the ability to operate related equipment to fabricate defect free continuous hinges.

**Qualifications:**

- High school education or equivalent.
- Successful Level 1 Multi-Die Press Operator who has mastered the knowledge necessary for assignment to multiple production lines.
- Must be able to read and understand training instructions, job instructions, safety instructions and blue prints, which are provided verbally and in written form in English.
- Ability to apply specific mathematical (addition, subtraction, multiplication, division, fractions, decimals) and mechanical knowledge to manufacturing process.
- Precise inputting skills in computerized production tracking system.
- Ability to successfully complete annual recertification of required skills such as mathematics, inspection, machine usage, data entry, etc.
- Ability to learn new skills, adapt to change and continuously look for improvements to processes.
- Ability to identify defects, analyze cause and resolve; and/or provide accurate information regarding problem to more experienced co-worker.
- Familiar with measuring equipment such as micrometer, gauge, caliper and dial veneer, etc.

**Typical Duties and Responsibilities:**

1. Reviews daily work packet. Checks material with a micrometer and a dial veneer for thickness. Learns and performs setup of one continuous-run press line, using current setup procedures.
2. Uses hand tools and powered hand tools to set, install, and clamp dies and tools into place. Sets machine speeds according to the specifications that appear on the work order.
3. Tests machine operation; produces and verifies first piece, makes adjustments as needed.
4. Operates one continuous-run press line to insure raw material is properly uncoiling and, positions and installs replacement coils as needed. Packages finished and semi-finished parts as they exit the final stamping/cutoff operation.
5. Calls for material as needed, setup help, and order pick up using current systems and equipment.
6. Maintains quality and productivity standards. Follows set-up first piece and in process inspection quality procedures. Reviews records, notifies supervisor, or takes corrective action to maintain quality standards.
7. Reports quality and production problems to setup men and quality team leaders. Uses fixed and adjustable gauges, calipers, and/or a micrometer (along with parts diagram) for continuous quality checks.
8. Provides accurate data entry for factory floor data collection system.
9. Keeps scrap separated for accurate scrap records between "setup scrap" and "run" scrap.
10. Performs routine operator maintenance to machines. Lubricates dies, checks oil levels, wipes spills, etc.
11. Operates equipment such as overhead cranes and/or pallet movers. Lifts, moves, and/or handles metal coils, wire spools, parts, and related items. Lifts and moves items following safe lifting practices.
12. Observes safety standards, follows safety rules, wear specified personal protective equipment. Maintains neat work area.
13. Recommends improvements. Participates in training. Reasonable accommodation will be made as needed. Performs other tasks as requested.
14. Complete all paperwork and maintain all files associated with position.
15. Participate in performance improvement measures and tasks. Recommends improvements.
16. Participate in training and is accountable for learning the material and information.
17. Maintain satisfactory attendance.
18. Perform other tasks as assigned by supervisor.

**Physical Requirements**

1. Stamina to work all assigned hours.
2. Standing, walking, bending, stooping and twisting 100% of the workday.
3. Ability to move and handle 50 pound items frequently during the workday.
4. Use of hands 100% of the workday.
5. Ability to see, hear and speak 100% of the workday.

6. Continuous exposure to manufacturing environment; dust, fumes, noise and heat.