



JOB TITLE: MACHINE TOOL TECHNICIAN

Classification: Classified
Salary Range: 34

Retirement Type: PERS*
Revised/Board Approved: November 17, 2014

BASIC FUNCTION:

Under the direction of an assigned Dean or supervisor, provide instructional assistance to faculty by performing major and minor repairs and maintenance work on industrial machines; operate general machine equipment and manufacture parts as needed.

REPRESENTATIVE DUTIES:

Operate, service, repair and adjust general machine shop equipment.

Analyze mechanical and electrical machinery malfunctions.

Design, fabricate, replace or adapt parts for machines used.

Cut metals and set up projects for class demonstration purposes.

Maintain inventory of supplies; requisition and verify prices with vendors and collect monies from students for supplies.

Oversee the work of student assistants.

Provide supervisor with budgetary information and maintain shop records.

Perform related duties as assigned.

JOB QUALIFICATIONS:

Education and Experience:

Depending on assigned area (machine tool or welding): Two (2) two years of college course work in industry and technology machine tool and/or welding and two years of experience performing major and minor repairs on shop and/or welding equipment; OR Six (6) years full-time equivalent work experience in machine tool technology and/or welding.

OTHER QUALIFICATIONS:

Knowledge/Areas of Expertise:

Operation and use of industrial machine equipment.

Methods and techniques of performing, servicing and making major overhaul to machine equipment.

Modern inventory practices and methods.

Safe shop practices.

Methods, equipment and materials used in the repair and maintenance of assigned equipment.

Proper methods of storing equipment, materials and supplies.

Basic Machine Tool software.

Abilities/Skills:

Operate, adjust and perform major repairs on a variety of industrial machine equipment.

Design and redesign a variety of machine shop parts.

Understand and follow oral and written directions.

Establish and maintain cooperative and effective working relationships with others.

WORKING CONDITIONS:

Manual dexterity.

Lift and carry up to 50 lbs.

Indoor and outdoor work

Twisting, bending, kneeling and stooping

Standing for prolonged periods of time

* Previous employment performed in a different public retirement system may allow eligibility to continue in the same retirement system.