

## MACHINIST I

NATURE AND VARIETY OF WORK

This is entry level work in the skilled trades occupation whereby incumbents set-up and operate a variety of general or specialized metalworking machines (e.g., lathes, grinders) in order to repair/rebuild/assemble/modify vehicular components order to repair/rebuild/assemble/machine/modify vehicular components. Incumbents perform the more routine and less complex assignments within the machinist trade under close supervision. Work is performed in accordance with established departmental policies and procedures and work is evaluated based upon the attainment of stated departmental goals and objectives.

Upon the satisfactory completion of a probationary period, entry level employees may be non-competitively promoted to the II full performance level at management's discretion.

EXAMPLES OF WORK (ILLUSTRATIVE ONLY)

Performs the more routine and less complex assignments in order to repair/rebuild/assemble/machine/modify vehicular components.

Operates a variety of general or specialized metalworking machines in a safe manner in order to complete assignments.

Insures adherence to tolerance specifications by verifying dimensions with an assortment of measuring devices (e.g., micrometers, gages).

Orders and inventories needed parts, supplies, and components in order to complete assignments and to maintain appropriate stock levels.

Assists shop personnel in diagnosing/troubleshooting complex and non-routine vehicular component problems.

Assists in the training of shop personnel in the proper repair methods, practices, and procedures.

Willingly and cooperatively performs tasks and duties which may not be specifically listed in the class specification or position description, but which are within the general occupational category and responsibility level typically associated with the employee's class of work.

KNOWLEDGES, SKILLS, AND ABILITIES

Knowledge of the policies, practices, and procedures used in order to repair/rebuild/assemble/machine/modify vehicular components.

Knowledge of the general and specialized tools and equipment used in the repair/rebuild/assemble/machine/modify vehicular components.

Knowledge of all safety precautions and procedures to minimize instances of injury on the job.

Ability to take complicated drawings, charts, and lists and to effect/generate the desired result;

Ability to instruct/train shop personnel in the proper repair methods, practices, and procedures.

Skill in the use of a variety of precision tools, equipment, and machines used to repair/rebuild/assemble/machine/modify vehicular components.

MINIMUM QUALIFICATIONS

Graduation from high school or equivalent plus six (6) months of experience/training in the machinist trade or a related field; or an equivalent combination of education, training, and experience that provides the required knowledges, skills, and abilities.

CONDITION OF EMPLOYMENT

Possession of a valid driver's license.

Good physical condition.

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