

Press Brake Set-Up / Operator

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| Job Title: | Press Brake Set-Up/Operator | FLSA Status: | Non-exempt |
| Department: | Fabrication | Reports To: | Fabrication Manager |
| Prepared By: | Nathan Leysen/Rich Neubauer | Prepared Date: | 7/21/2021. Updated 1/11/2023 |

Summary

Set-up, adjust and operate press brakes to perform a wide variety of operations such as forming, bending, stenciling, and extruding on a diversified line of work. Make set-ups for forming special shapes having single or compound radii and angle requirements. Work from drawings, specifications, patterns, or templates. Use scale, protractor, dividers, radii gauges, etc. Proceed with minimum supervision and instruction. Work is subject to process and final inspection.

Job Duties and Responsibilities

1. Setup and operate press brake in a safe and efficient manner.
2. Safely maneuver materials by means of fork truck or pallet jack.
3. Perform set-up and in-process inspection with correct inspection instruments according to Quality system's set-up and in-process inspection requirements.
4. Legibly and accurately complete required documentation.
5. Organize processed parts.

Additional Job Duties and Responsibilities

1. Observe machine operation to detect product defects or machine malfunctions.
2. Perform minor machine maintenance such as cleaning and replacing filters.
3. Complete daily safety checks and document accordingly.
4. Accurately complete production documentation in a timely manner.
5. Measure and visually inspect products for surface and dimensional defects to ensure conformance to specifications, using precision measuring instruments including micrometers, calipers, protractors, indicators, and height gauges.
6. Occasionally sort, buff or grind parts as required.
7. Train employees on proper procedures and techniques.

General Duties and Responsibilities

- Report to work as scheduled.
- Participate in Continuous Improvement (CI) projects.
- Maintain a positive and safe working environment for all employees.
- Maintain a neat and orderly work area at all times.
- Conduct self and perform assigned work in a safe manner, following approved safety procedures at all times.
- Report immediately to supervisor/lead/manager any and all problems, which may affect safety, equipment, tooling, part quality or the effectiveness of the Quality Management System.
- Other duties as assigned by supervisor.

Education and/or Experience

- High School diploma or equivalent
- Verifiable experience inspecting product using precision measuring tools (calipers, height gages, micrometers, etc.)

Qualifications

Exemplify Rotation Engineering Core Values

- a. **Integrity:** *We have strong moral principles which drive us to “do the right thing” for our customers and one another.*
- b. **Above and Beyond:** *We are motivated and committed to doing not just what is required, but what is needed. We strive to exceed expectations!*
- c. **Customer-Driven:** *We think like our customer and make decisions with their satisfaction being the goal.*
- d. **Attitude is Everything:** *We use an enthusiastic and energetic approach to meet challenges with a willing and positive attitude. “Let’s do it!”*
- e. **Team First:** *We work together for the betterment of the company, respecting each other’s roles and abilities while always doing our individual best for the collaborative success of the team.*

Knowledge, Skills and Abilities

Knowledge:

- Production and Processing - Knowledge of production processes, quality control, and other techniques for maximizing the effective manufacture and distribution of goods
- Knowledge of bend allowances and how to achieve them
- Inspection – Knowledge of inspection equipment including the use of: Micrometer, caliper, dial indicator, height gauge, protractor
- Mathematics - Knowledge of basic shop math and their applications

Skills:

- Operation and Control - Controlling operations of equipment or systems
- Quality Control Analysis - Conducting tests and inspections of products, services, or processes to evaluate quality or performance.
- Active Listening - Giving full attention to what other people are saying, taking time to understand the points being made, asking questions as appropriate, and not interrupting at inappropriate times.
- Critical Thinking - Using logic and reasoning to identify the strengths and weaknesses of alternative solutions, conclusions or approaches to problems.
- Monitoring - Monitoring/Assessing performance of yourself, other individuals, or organizations to make improvements or take corrective action.

Abilities:

- Manual Dexterity - The ability to quickly move your hand, your hand together with your arm, or your two hands to grasp, manipulate, or assemble objects.
- Multi-limb Coordination - The ability to coordinate two or more limbs (for example, two arms, two legs, or one leg and one arm) while sitting or standing. It does not involve performing the activities while the whole body is in motion.
- Near Vision - The ability to see details at close range (within a few feet of the observer) to ensure part quality meets customer requirements. Specific vision abilities required by this job include close vision and color vision.
- Static Strength - The ability to exert maximum muscle force to lift, push, pull or carry objects. The employee must frequently lift and/or move up to 25 pounds, and occasionally lift and/or move up to 35 pounds.
- Trunk Strength - The ability to use your abdominal and lower back muscles to support part of the body repeatedly or continuously over time without 'giving out' or fatiguing.

Physical Demands:

While performing the duties of this job, the employee is frequently required to sit; talk or hear; and use hands to handle, or touch objects or controls. Performs repetitive motion of fingers, hands, wrists, arms, shoulders and upper body while stacking, jogging and feeding product into presses. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

Work Environment

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Employee Acknowledgment _____ Date: _____

The above statements reflect the general details necessary to describe the primary functions of the occupation described and shall not be construed as a detailed description of all the work requirements that may be inherent in the occupation.