

CAST PRODUCTS, INC.
Job Description: Zinc Die Cast Operator Level 1

General Summary

Accountable for performing all required tasks to support die cast operation.

Responsibilities

1 Operational Procedures

- Operate assigned die cast machine(s).
- Report excessive machine stoppages, excessive scrap, or other issues to row leader/setup-man/supervisor.
- Perform any required deflash/degate operation per routing instruction or non-conforming material disposition.
- Obtain required packaging materials from designated area – return unused to same location (neatly).
- Package and piece count material in required containers/pallets per router instructions.
- Follow all emergency procedures.
- Follow router instructions and requirements
- All production must be identified with required label/green acceptance tag/router.
- Mix/Fill sprayers with specified die spray as needed.
- Hang zinc bars as required per router material type.
- Skim pots daily at start of each shift and empty dross containers in required bins.
- Clean Cognix/Banner cameras.
- Complete daily operator PM requirements.
- Wrap skids with stretch film at end of shift or when completed prior to moving material from machine.
- Clean machine and surrounding areas and work spaces at the end of each shift and/or at down time – must return cleaning materials to 5S stations.
- Leave work area in neat/orderly and fully operational condition for the next shift.
- Responsible for metal separation/segregation between material types.

2 As Directed by Supervisor

- Inform Supervisor of non-conformities and stop the process.
- Immediately inform Supervisor of any damage to dies.
- Perform other duties as assigned by Supervisor.

3 Safety

- Check that all machine guards are in place.
- Keep machine and the area around it clean and free of obstructions.
- Wear assigned PPE (gloves, safety glasses, hearing protection, safety shoes and jacket).
- Adhere to all lock-out/tag-out requirements.
- Do not block: passage-ways, fire extinguishers, exits, electrical panels, emergency stations with parts/skids.
- Verify all containers (lubricants, spray, oils, cleaners, etc.) are properly labeled – report any nonconformities.
- Must be aware of emergency procedures for evacuation and meeting point.
- Know emergency equipment locations and proper use: fire extinguishers, emergency exits, eye wash stations, MSDS manuals.

4 Quality

- Check quality of parts according to control plan/work instructions.
- Perform required quality checks per control plan/work instructions – report any nonconformances to quality inspectors.
- Understand and identify types of defects refer to operator manual as needed.
- Sort parts for various defects per supervisor and/or quality instructions.
- Use and maintain CPI measuring equipment – report any lost/damaged gages to quality inspectors/supervisor.

5 Documentation

- Record quality checks per control plan on operator monitors and/or router.
- Complete routing sheets with all required information.
- Complete nonconforming material report during authorized rework/repair.

CAST PRODUCTS, INC.
Job Description: Zinc Die Cast Operator Level 1

- 6 **Other**
- Follow CPI rules and regulations regarding safety, discipline, cooperation and teamwork.
 - Follow 5S Principals as outlined during 5S training.
 - All employee owned measuring equipment must be inventoried and calibrated by the Quality Department per calibration schedule.
 - All operators must be responsible for, and have access to, copies of their quality training manuals. It is a requirement that all operators bring this with them when they go through their performance reviews.
 - Know department goals and key performance indicators (kpi).
 - Report inappropriate behavior to you immediate supervisor.
- 7 **Verify Training Effectiveness**
- Responsible for completion of training matrix including all required procedures.
 - Must know CPI Quality Policy and how it pertains to their job.
 - Re-evaluate on the job training done at time of hire to verify training effectiveness

Job Specifications

- Basic math skills
- Basic reading
- Basic computer knowledge a plus
- Heavy lifting required – up to 50 lbs.

Training Requirements

- CPI reports/forms
- Die Cast Machine Operation
- Internal Training
- New Employee Orientation (EMP 101)
- Quality Training per Operator Training Manual (MAN 205)
- Safety Procedures
- Use of CPI measuring equipment

Reports To: Die Cast Supervisor/Die Cast Manager

Supervises: None

Acknowledgement

Zinc Die Cast Operator Level 1

Printed Name

Date

Manager/Supervisor

Printed Name

Date

The above is intended to describe the general content of and requirements of the performance of this job and is not to be construed as an exhaustive statement of duties, responsibilities or requirements.

Governmental Reporting Information for Internal Use Only
EEO Category:
EEO GS Level: 1