

# FS 02-01 Job Description

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**Position:** Machine Builder  
**Report to:** Production Systems Supervisor  
**Department:** Technical Service

## Position Overview

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The machine builder will be responsible for all activities relating to the building of automated equipment according to customer specifications.

## Primary Functions & Responsibilities

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- Assembly of automated machines.
- Provide input and feedback with engineering on machine concept and layout.
- Verify conformance of parts to the BOM and drawings.
- Read and understand mechanical, electrical/electronic, pneumatic, and hydraulic drawings, schematics, and diagrams.
- Identify and troubleshoot mechanical issues with equipment.
- Test and debug equipment.
- Support installation activities at Customer facilities as necessary.
- In-house preventive maintenance and housekeeping standards.
- Anticipates safety and quality problems in work areas and takes immediate action to correct unsafe conditions or actions.
- Drive continuous improvement and ensure customer satisfaction at all times.

## Knowledge, Skills and Abilities

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- Hands on experience in assembly, setup, test, and debug of equipment.
- Ability to read and interpret 2D and 3D engineering blueprints and schematics.
- Basic math skills, English writing and communication preferred.
- Experience in gaging, automation, and assembly systems.
- Hand gages and layout experience preferred.
- Basic working knowledge of lathes, grinders, drill press and hand/power tools.
- Ability to work flexible hours if required.

## Minimum Qualifications

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- Must be capable of working in a team environment.
- Must be mechanically inclined.
- Self-starter, must be capable of working with minimum direction or supervision.
- Highly organized, ability to multi-task and prioritize.

## Work Environment

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- Production Facility
- Able to lift 50+ lbs