

Perfection Spring & Stamping Corp.

POSITION DESCRIPTION

POSITION TITLE: Tool and Die Maker Apprentice

DEPARTMENT: Tooling

JOB RELATIONSHIPS:
Reports to: Tool Engineer

BASIC FUNCTION: Commit to a four (4) year apprenticeship to learn and perform duties to repair, modify and troubleshoot existing punch press and fourslide/multi-slide dies to maintain part quality and production standards and tryout and debug new dies. Incumbents will work from die design, prints, shop orders, sample parts, and handbook formulas, and in accordance with standard operating procedures and policies.

JOB DUTIES AND RESPONSIBILITIES

1. * Work from shop orders to plan die repair needs, troubleshoot dies in production to analyze nature of problem and required corrective action.
2. * Disassemble dies, check for worn or broken blocks, perforators, springs, punches, and die sections.
3. * Machine new sections and parts as needed, reassemble dies, tryout and make adjustments to meet part dimensions.
4. * Analyze last production run part and strip to determine pending die problems and take necessary corrective action.
5. * Modify existing dies to meet part engineering changes, analyze change needs and review with Supervisor to determine extent of alterations required.
6. * Tryout and debug new dies, check piece parts, make necessary tool alterations and submit to inspection to release new tools for production. Make accompanying tools as required or assigned.
7. * Modify and repair existing tools, tear down dies, replace worn and broken component parts, reassemble and tryout.
8. * Troubleshoot production problems, analyze nature of problem and take necessary corrective action.
9. * Recommend changes in tool designs to reduce costs and improve part quality.
10. * Maintain and update job history cards.
11. * Maintain spare part inventories and reorder items through supervisor as needed.
12. * Install and repair die safety devices to ensure tools are protected from serious damage.
13. * Use a computer to enter, track and maintain accurate production and labor records.
14. * Use a variety of machine tools and precision inspection tools, heat treat furnace and hand tools in the performance of routine work.
15. * Follow safety rules and keep work area in a clean and orderly condition.
16. * Perform other related duties as assigned.

* = Essential duties of the job.

POSITION REQUIREMENTS AND SPECIFICATIONS

- Willing and able to commit to a full four (4) year federally registered apprenticeship program learning to repair, modify and troubleshoot progressive dies. If an apprentice has already completed a portion of their apprenticeship elsewhere, we will evaluate training to date, along with their proficiency, and give them the appropriate credit.
- Must possess demonstrable mechanical, mathematical and spatial aptitude, or advance mathematics, together with visualizing and the use of complicated prints, and use of all varieties of precision measuring instruments including, but not limited to: micrometers, veneer calipers and height gauges.
- Demonstrated ability to gain knowledge of tool making equivalent to complete accredited apprenticeship within a prescribed four (4) year period.
- Demonstrated ability to acquire and exercise considerate judgment required to tryout, debug, and make necessary alterations to new dies, where only general methods are available in the making of broad decisions requiring considerable initiative and ingenuity.
- Possess the concentrated mental and visual attention required to layout and perform close tolerance machining operations to very close limits and high accuracy and quality.
- Demonstrated ability to follow safety rules and keep work area in a clean and orderly condition.
- Ability and willingness to work in an environment with exposure to noise, dust dirt, oil and chips, but with none present to the extent of being disagreeable.
- Possess the ability to exercise the required physical effort required to handle tools and material which is equivalent to frequently lifting up to 50 pounds.
- Ability to stand for extended periods throughout an 8-hour shift.
- Ability and willingness to work occasional weekends.