

Job title	Injection Molding Set Up Machine Mechanic
Reports to	Plastics Production Manager

Summary

The set-up mechanic conducts machine set-up, trouble shooting, repairs and preventative maintenance.

Duties and responsibilities

- Responsible for operating injection molding machines, making mold changes and setting up auxiliary equipment.
- Must be able to establish molding parameters to achieve quality parts and optimize output.
- Experience with mold assembly and disassembly.
- Troubleshoot injection molding machines. Electrical, hydraulic and mechanical troubleshooting a plus.
- Follow and document process parameters to ensure repeatable results.
- Provides emergency/ unscheduled repairs of production equipment during production and performs scheduled maintenance repairs of production equipment during machine service.
- Prepares and sets up machinery for scheduled production runs.
- Enters data into log books including comprehension of part numbers and descriptions.
- Performs mechanic skills including, but not limited to, mechanical, electrical and hydraulic troubleshooting and repair of production machines.
- Complies with job safety practices, policies, and procedures as specified in the plant and corporate directives for safe performance of work assignment.
- Maintains ISO 9001 procedures and work instructions.
- Reads and interprets equipment manuals and work orders to perform required maintenance and service.
- Follows appropriate standard operating procedures (SOPs) as guideline for operating and maintaining equipment.
- Maintain the work area and equipment in a clean and orderly condition.
- Other duties as assigned.

Competencies

- 2-3 Years experienced preferred
- Strong mechanical troubleshooting skills.
- Full knowledge of hand tools.
- Determine the root cause of equipment failure and execute actions to prevent further occurrence.
- Excellent oral and written communications skills.
- Interpersonal Skills – the individual maintains confidentiality, remains open to others' ideas and exhibits willingness to try new things.
- Dependability –the individual is consistently at work and on time, responds to management direction and solicits feedback to improve performance.
- Adaptability- the individual adapts to changes in work environment with ability to deal with frequent change, delays or unexpected events.
- Ability to interface effectively with all levels of staff.
- Must be able to read, write, and communicate using the English language.

Working conditions

Will be requested to work overtime or weekends for deadlines. Occasional travel may be required. The noise level in the work environment may be loud.

Physical requirements

The physical environment requires the employee to work both inside and outside in heat/ cold, wet/ humid conditions.

The person in this position needs to occasionally move about inside the office to access office productivity machinery.