Job Title:
Saw and Tool Pre-Setter

Department Job is Reporting To:
CNC Mill

Reports to:
CNC Mill Manager

Required Training:
Vantage software training, GMP, all saw room machine training, all relevant Hoosier training (see job matrix).

General Purpose of Position:
The purpose of this position is to function as a Saw operator and Tool Presetter. A successful person in this role will maintain a high level of accuracy of blank requirements, tool presetting properly and multitask when required in other departments.

Responsibilities / Duties:
• Cut as needed per job.
• Coordinate priority with scheduling coordinator, priority can also come from director of project management and planning.
• Preset tools as needed
• Backup to deburr/assembly
• Manage and return excess materials to inventory

Job Requirements
• Ability to interpret contract and shop drawings.
• Communicate clearly orally and in writing.
• Identify and solve problems.
• Possess and respect good documentation practices.
• Ability to manage multiple tasks or requests.
• Good listener.
• Strong analytical and mechanical aptitude.
• Strong organizational skills required; including good time management skills.
• Must be highly organized and able to work independently on multiple tasks in a fast-paced environment.
• Must be professional, dedicated, and detail-oriented.

Location

Mailing: PO Box 3700, Corona, CA 92878 • Shipping: 1152 California Avenue, Corona, CA 92881
P (951) 272.3070 • F (951) 272.8090 • www.hoosierinc.com
Corona, CA.

**Supervisory Position:** □ Yes □ No  Position: ________________________

My signature signifies acceptance of the above job description:

Name: ________________________________

Signature: ____________________________ Date: _______