



Job Description-Saw and Tool Pre-Setter

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: _____