



Job/Role Profile: Production Setter Apprentice

Report to: Production Manager

Role Objective

To set and prove out jobs on CNC machines

Specific Responsibilities

- Be aware of and comply with all Company Health & Safety requirements
- Maintain housekeeping principles for own work area.
- Demonstrate understanding of Standard Operating Procedure for specific task/job
- Set and prove out jobs on CNC machines.
- Reduce variability in manufacturing by providing standard work methods and work instructions
- Ensure product and process quality meets specifications required
- Support continuous improvement, problem solving and process improvement activities
- Identify fixture and tooling requirements
- Store components appropriately demonstrating an understanding of batch card disciplines.
- Where appropriate check and monitor machine lubricant and coolant levels.
- Identify problems and deal with them effectively via Production Engineer.
- Maintain effective working relationships with colleagues and contribute to team working initiatives.
- Demonstrate an understanding of product quality requirements and use simple engineering measuring instruments.

Personnel Skills Profile

- Health & Safety Induction.
- Manual handling training
- Engineering principles and simple measuring instruments (to include visual inspection, CNC machining & basic drawings)
- Housekeeping
- Product quality awareness
- Awareness of non-conformance procedures
- Training in standard operating procedures

Key Relationships

- Production Manager or supervisor , Health and Safety Officer



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Key Behavioural Competencies	
Key Measures	
Safety Quality Cost Delivery	
Signature	Date