

POSITION DESCRIPTION

TITLE: Tool, Die & Mold Repair – Assistant Foreman

DEPARTMENT: Tool Room

REPORTS TO: Tool Room Foreman

OVERALL ROLE:

Perform mold repair and modifications as directed to meet customer specifications. Back up to Tool Room Foreman.

ESSENTIAL RESPONSIBILITIES:

- Stay current with modern advances in technology pertinent to the tool and mold trade.
- Modify and repair molds, jigs and fixtures where accuracy requires maintenance of extremely close tolerances on pin length and venting areas with no accompanying flash.
- Analyze mold modifications to achieve customer demand or productivity demands to include original designs and ideas to be built and installed in the mold.
- Plan repair procedures, select or recommend special materials.
- Develop shrinkage and temperature allowances so that very delicate mechanisms function and maintain relative position between different sections and halves of the mold under high temperature molding conditions.
- Ability to grind complex forms to very close tolerances.
- Assist with mold set up in the molding plant
- Ability to complete jobs quickly and efficiently with minimal errors.
- Maintain safe work area in neat and orderly manner
- Train and mentor tool room staff.
- Act as back-up to Tool Room Foreman responsible for operations and personnel.
- All team members shall:
 - Maintain a positive work atmosphere by acting and communicating in a manner so that you get along with customers, clients, co-workers and management.
 - Continue to grow job specific knowledge and use tools to identify and assist with continuous improvement.
 - Comply with safety regulations and maintain clean and orderly work areas

PHYSICAL REQUIREMENTS:

- Working in a clean manufacturing environment that may include moderate noise levels and will require spending a significant amount of time moving around on the manufacturing floor.
- Ability to stand and/or walk up to constantly during the shift.
- Regularly lift up to fifty-five pounds (55).
- Perform repetitious movements including ability to push/pull items, bending, stooping, twisting, balancing, kneeling and crouching is involved in the regular execution of duties.
- Specific vision abilities required by this job include close vision, distance vision, peripheral vision and ability to adjust focus.
- Must wear appropriate PPE.

QUALIFICATIONS:

- High school degree or equivalent required; TMA certificate preferred.
- 7+ years of experience required, including extensive knowledge of mold function and repair in a plastic injection environment.
- 2+ years' experience performing supervisory and/ or lead responsibilities is preferred.
- Must be able to lift 55 lbs and stand/walk for entire shift (10 hours)
- Proficient in Microsoft Office Products, CAD; Solidworks and/or Autocad experience is preferred.

DISCLAIMER:

This description should not be construed to contain every function/responsibility that may be required to be performed by an incumbent in this job. Incumbents are required to perform other related functions as assigned.

EEO-M/F/D/V

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