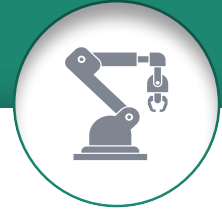


Manufacturing Production Technician

Advanced Manufacturing Series



Company Overview:

<Please insert a short paragraph talking about your company and what makes it unique. Include details that capture the core values, culture, and mission of your company, so job seekers clearly understand the environment in which they will be working.>

Job Summary and Responsibilities:

Manufacturing production technicians set up, test, adjust and run manufacturing machinery and equipment, including electrical, electronic, mechanical, hydraulic, pneumatic and computer-based equipment. Manufacturing production technicians regularly inspect and test both equipment and finished products for flaws. If flaws or failures happen, Manufacturing production technicians are responsible for notifying the appropriate staff (e.g., supervisors, quality control staff) and, help determine the cause of the problem.

<Add any additional responsibilities or changes relevant to this role at your company.>

Required Competencies:

OCCUPATIONAL COMPETENCIES

- **Machinery:** Able to safely and appropriately operate, clean and maintain machines (e.g., hand tools, lathes, mills)
- **Manufacturing Processes:** Understand the basic manufacturing process from end-to-end. Ideally, possess a basic familiarity with at least one quality improvement process such as Six Sigma or lean manufacturing
- **Mathematics:** Competent in manipulating numbers, quantities, shapes and spaces; able to take simple measurements and perform basic mathematical operations (e.g., addition, subtraction, division) in order to translate a blueprint into production



FOUNDATIONAL COMPETENCIES

- **Critical Thinking:** Able to see new ways of doing things, not just accepting the status-quo; thinking through the strengths and weaknesses of alternative solutions; understand how the current production system works and be proactive and open to improvement
 - **Active Listening:** Give full attention to what other people are saying, take time to understand the points being made, ask questions as appropriate and do not interrupt at inappropriate times; able to accurately synthesize and share what's being said; take notes when appropriate
 - **Monitoring:** Monitor and assess performance of yourself, others, and organizations to make improvements or take corrective action; able to accept feedback and seek out feedback; willing to ask for help and find the appropriate people to ask for support
 - **Operation & Control:** Control and, as needed, adjust equipment or systems; maintain machines (e.g., check coolants and oils and add if needed) and check tools to make sure they work properly (e.g., sharp blade); follow standardized work instructions and company processes
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Preferred Competencies:

OCCUPATIONAL COMPETENCIES

Equipment Maintenance & Repair: Proficient with equipment assembly, maintenance, efficiency, repair, cleaning, installation and inspection; conduct basic day-to-day maintenance to upkeep machines (e.g., check fluid and gas levels, follow start-up and shut-down protocols).

FOUNDATIONAL COMPETENCIES

- **Quality Control Analysis:** Analyze the quality of one's work to meet the necessary quality and performance standards; track defects, check parts and meet time standard goals. Be mindful of quality and its importance
- **Troubleshooting:** Determine the cause of operating errors and develop possible solutions; independently make small adjustments but speak with the appropriate people (e.g., supervisors, colleagues) on problems that may be more systemic (e.g., a pattern of problems or serious problems)

Find additional competencies for this role using Skillful's occupation deep dive at www.skillful.com/employers.



Example Activities:

- Set up and operate production equipment in accordance with current manufacturing practices and standard operating procedure
 - Inspect and adjust equipment to ensure quality production, using tools such as calipers, micrometers, height gauges, protractors or ring gauges
 - Set up and verify functionality of safety equipment
 - Troubleshoot problems with equipment, devices, or products
 - Plan and lay out work to meet production and schedule requirements
 - Start up and shut down processing equipment
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Required Certifications

<Note: Insert Required Certifications *but only if truly required.*>

Job Details:

- Location
- Department
- Job ID
- Classification
- Insert additional details of this position if applicable