



Tool and Die Maker Apprentice

Position Summary: Commit to four (4) year apprenticeship to learn and perform duties to repair, modify and troubleshoot existing punch press and multi-slide dies to maintain part quality and production standards and tryout and debug new dies.

Job Duties and Specifications:

On the job and external training provided where apprentice will learn to and perform work from die design, prints, shop orders, sample parts, and handbook formulas:

1. Work from shop orders to plan die repair needs, troubleshoot dies in production to analyze nature of problem and required corrective action.
2. Disassemble dies, check for worn or broken blocks, perforators, springs, punches, and die sections.
3. Machine new sections and parts as needed, reassemble dies, tryout and make adjustments to meet part dimensions.
4. Analyze last production run part and strip to determine pending die problems and take necessary corrective action.
5. Modify existing dies to meet part engineering changes, analyze change needs and review with Supervisor to determine extent of alterations required.
6. Tryout and debug new dies, check piece parts, make necessary tool alterations and submit to inspection to release new tools for production.
7. Modify and repair existing tools, tear down dies, replace worn and broken component parts, reassemble and tryout.
8. Troubleshoot production problems, analyze nature of problem and take necessary corrective action.
9. Recommend changes in tool designs to reduce costs and improve part quality.
10. Maintain and update job history cards.
11. Maintain spare part inventories and reorder items through supervisor as needed.
12. Install and repair die safety devices to ensure tools are protected from serious damage.
13. Use a computer to enter, track and maintain accurate production and labor records.
14. Use a variety of machine tools and precision inspection tools, heat treat furnace and hand tools.
15. Follow safety rules and keep work area in a clean and orderly condition.
16. Assist and train tool room apprentices as assigned.
17. Perform other related duties as assigned.

Position Requirements and Specifications:

- Willing to commit to full four (4) year apprenticeship program learning to repair, modify and troubleshoot progressive dies. We will take on an apprentice who is already completed a portion of their apprenticeship.
- Must possess demonstrable mechanical, mathematical and spatial aptitude, or advanced trade mathematics together with visualizing and the use of complicated prints, and use all varieties of precision measuring instruments such as micrometers, veneer calipers, height gauges.
- Knowledge of tool making equivalent to complete accredited apprenticeship.
- Demonstrated ability to exercise considerable judgment to tryout, debug, and make necessary alterations to new dies, where only general methods are available in the making of broad decisions requiring considerable initiative and ingenuity.

- Ability and willingness to perform physical requirements necessary to handle tools and material.
- Proven mental and visual attention to layout and perform close tolerance machining operations, to very close limits of high accuracy and quality.
- Ability and willingness to work within a manufacturing environment with routine exposure to noise, dust/dirt, oil and chips.
- Ability and willingness to work occasional weekends.