



## PERFECTION SPRING & STAMPING CORP.

P.O. Box 275 • 1449 East Algonquin Road • Mt. Prospect, Illinois 60056-0275  
Phone 847-437-3900 • Fax 847-437-1322 • Web: [www.pss-corp.com](http://www.pss-corp.com)



**POSITION TITLE:** Punch Press Setter/Operator

**BASIC FUNCTION:** Perform duties to setup and operate automatic punch presses involving complex and difficult setups, to produce parts in accordance with job specifications and established quality standards. Work from manufacturing shop order, setup cards, prints, routing cards and instructions.

### PRINCIPAL DUTIES AND RESPONSIBILITIES:

- \*1. Plan press setups involving a variety of blanking, piercing, notching, trimming, forming, crimping and stamping operations.
- \*2. Order required material from Receiving department and request Material Handler to pull die sets.
- \*3. Install dies in press, position and align dies set in press, position and align, adjust shut height and bolt in place.
- \*4. Measure and determine stock feed length to set proper feed adjustment.
- \*5. Setup material on payoff reel, feed through and adjust Straightener. Pass material through feed and into die.
- \*6. Run sample parts, check dimensions, make necessary press adjustments. Fill out first piece inspection and do five piece SPC and enter data into SPC system.
- \*7. Set and check press safety devices for proper operation.
- \*8. Monitor press production operation and perform scheduled SPC procedures.
- \*9. Tear down setups and notify Supervisor of die disposition.
- \*10. Pull scrap from press and maintain sorted by type of metal.
- \*11. Notify Supervisor of unusual material or press problems.
- \*12. Follows safety rules and keep work area in a clean and orderly condition.
13. Works in other direct labor areas operating machines or performing other duties as needed.
14. Performs other related duties as assigned.

\* = Essential job duties

### POSITION REQUIREMENTS AND SPECIFICATIONS:

- High School education or equivalent in combination of school, formal training programs and experience.
  - **NOTE:** Agreeable to train apprentice who is willing to learn and commit to long-term training program and has a solid mechanical aptitude.
- Minimum 5 years experience operating punch presses with progressive dies.
- Proficiency in the use micrometers, dial calipers, comparator, gauges, gauge pins,

hoists, hand trucks and hand tools.

- Must be able to read, write and speak English for communication purposes only.
- Must be able to follow instructions and produce parts in accordance with written set up procedures.
- Must be able to meet established deadlines.
- Must be able to physically handle material and tools, which is equivalent to frequently lifting or moving material up to 28 or 50 pounds depending on job. Routine lifting is floor to waist and/or waist to chest.
- Ability to follow all safety procedures and standard operating procedures established by the company.
- Able and willing to work in an environment with continuous exposure to noise and oil.