Job Description

Title: Tool and Die Repair
Reports to: Plant Manager
Department: Manufacturing
Shift: Any
Supervises: N/A

The Tool & Die Repair is responsible for the daily maintenance, upkeep and repair all dies on the plant floor. He/She is expected to maintain and care for the dies so that they are always in proper working condition.

Duties to include but not limited to:

- Responsible for the repair, cleaning, and troubleshooting of dies
- Work with the production department with all tooling issues
- Coordinate with necessary tool shops with regards to repairs and preventative maintenance that can not be done in-house
- Requires quick and decisive decision when work can not be performed in house
- Study blueprints, sketches, models, or specifications to plan sequences of operations for fabricating tools, dies, or assemblies
- Verify dimensions, alignments, and clearances of finished parts for conformance to specifications, using measuring instruments such as calipers, gauge blocks, micrometers, and dial indicators
- Set up and operate conventional or computer numerically controlled machine tools such as lathes, milling machines, and grinders to cut, bore, grind, or otherwise shape parts to prescribed dimensions and finishes
- File, grind, shim, and adjust different parts to properly fit them together
- With proper approval fit and assemble parts to make, repair, or modify dies, jigs, gauges, and tools, using machine tools and hand tools
- Conduct test runs with completed tools or dies to ensure that parts meet specifications; make adjustments as necessary
- Inspect finished dies for smoothness, contour conformity, and defects
- Smooth and polish flat and contoured surfaces of parts or tools, using scrapers, abrasive stones, files, emery cloths, or power grinders
- Cut, shape, and trim blanks or blocks to specified lengths or shapes, using power saws, power shears, rules, and hand tools
- Negotiate and review all costs associated with outside tool shop repairs and maintenance
- Assist with the maintenance and repair of machines that are broken or in need of troubleshooting
- Order material, responsible for correct inventory, and parts needed for tool repair and maintenance
- Initiate and conduct preventative maintenance on all dies
- Requires upkeep of work required, last piece off each die, first piece off each die, and maintain die log book for each die
• Attend necessary production meetings to acquire up-to-date information and provide input where needed with regards to the tools/dies
• Operates all machinery and equipment in a safe manner
• Fills out documentation as required
• Responsible for keeping work area clean and orderly
• Follows work instructions and procedures
• Other duties as assigned

Technical Skills:
• Professional Technical Training in Tool & Die Repair or equivalent experience
• Able to use hand tools, gauges, dials and/or other indicators to make sure machines are working properly
• Mechanically inclined
• High experience with mills, lathes, die grinder, surface grinder, and other tool and die equipment
• Experienced at working with large dies – including single, double stage, and progressive dies
• Experience with high tonnage press operation
• Problem solving skills and deductive reasoning
• Familiar with automated tooling
• Familiar with repairing hardened steel dies
• Experience with tool and stone polishing for smooth surface
• Familiar with tool hardening and annealing
• Mig and tig welding experience
• Experienced with CNC machine operation and modifications would be a plus
• Have own tools required for tool and die repair
• Very good communicator
• Able to perform routine maintenance
• Basic computer skills are required
• Able to read work orders and blueprints
• Self motivated
• High attention to detail
• Able to lift up to 50 pounds unassisted

Work Experience:
• At least 8 years repairing dies
• Knowledge and use of an overhead crane

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Employee Signature

***Must be willing to travel to Germany for training***