



OP0085
07/26/2018

Job Title: **Tooling Designer**

Shift: 1

Department: Die Shop

Location: Cannon Falls

Reports To: Tool & Die Manager

FLSA Status: Non-Exempt

Position Purpose

- **Responsibilities:** - Under supervision of tool room manager, responsible for multiple functions for general support and coordination of Die Design process

Essential Duties & Responsibilities

- Designs dies, sizers and accessory tooling in accordance with Die Shop standards.
- Coordinates activities concerned with technical developments, scheduling, and resolving die design and test problems.
- Uses computer assisted design/drafting software to create all die designs.
- Analyzes engineering sketches, specifications, and related data and drawings to determine design factors such as size, shape, and arrangement of parts.
- Sketches rough layouts and computes angles, weights, surface areas, dimensions, radii, clearances, tolerances and location of holes.
- Evaluates and approves design changes, specifications, and drawing releases.
- Consult and work with Toolmakers and manufacturing to achieve best practical tooling design.
- May be required to design tapers, fabrication equipment and machinery.
- Updates Die Shop Standardization SOP documentation and ensures standards are being followed.
- Manage multiple projects within the scope of the die design process as well as any other needs of the department.
- Prepares interim and completion project reports.
- Willing to work flexible hours.
- Manage daily work in accordance with tooling schedule.
- Maintains a neat and orderly work area.
- Follows all safety, environmental and quality standards and procedures
- May be required to perform other duties as needed.

Knowledge / Skills / Abilities

- Ability to read and interpret documents such as operating instructions and procedure manuals. Ability to write routine reports and correspondence. Ability to speak effectively before groups of customers or employees of organization.
- Ability to work with mathematical concepts such as probability and statistical inference, and fundamentals of plane and solid geometry and trigonometry.

- Ability to apply concepts such as fractions, percentages, ratios, and proportions to practical situations.
- Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.
- Ability to work in a cooperative manner with others.
- Ability to use Master-cam, AutoCAD and SolidWorks software; experience with Microsoft Excel and Office products.
- Good communication and organizational skills.
- Ability to work well under minimum work direction.
- Knowledge and experience with Lean Manufacturing and ISO Standards a plus.
- Ability to operate mills, lathes, saws, basic machine shop equipment
- Knowledge of CNC mills and wire EDM
- Flexibility to work in a Die Shop & Assemble tooling

Qualifications / Prior Experience

- High school diploma or equivalent.
- Associate degree (A. A.) in Design or equivalent from two-year college or technical school; or at least one year related Design experience and/or training; or equivalent combination of education and experience.

Work Environment / Other Requirements

- Must be able to use normal office equipment (scanner, printer, copier, computer)
- Must be able to talk/hear/sit for prolonged periods of time.
- Must be able to lift up to 50 lbs.

The above statement reflects the general details considered necessary to describe the principal functions of the job identified and shall not be construed as a detailed description of all the work requirements that may be inherent in the job.

Please send resume and letter of interest to Vicki McGuire at vicki.mcguire@amesburytruth.com no later than 08/24/2018