



Gilmore - Job Description

Position: Machinist III
Reporting Line: Machine Shop Supervisor
Department: Manufacturing
Facility: Gilmore, Lumpkin Rd.
Location: Houston, TX
FLSA Status: Non-Exempt
Work Status: Direct Indirect
Mercer ID #: SC15000498
AX Grade:

Company Overview

Gilmore is an independently operating business wholly owned by Proserv which specializes in the delivery of severe service of flow control solutions across the Energy market. Gilmore's manufacturing and headquarters are in Houston, Texas USA and has a network of distribution partners which span the globe supporting global regional markets.

Our people are fundamental to the success of our organization and remain at the heart of our achievements. At Gilmore, we aim to develop our business around a valued and motivated workforce that encourages personal development and allows our people to flourish and realize their fullest potential.

Role Synopsis

Perform setups and run production jobs on multiple CNC machines using knowledge of machining to optimize the production of parts.

Essential Duties & responsibilities (includes, but not limited to the following)

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed herein are representative of the knowledge, skill, and/or ability required. Reasonable accommodation(s) may be made to enable individuals with disabilities to perform the essential functions.

- Individual must be able to perform the duties of CNC Operator II
- Read and interpret Engineering drawings.
- Make accurate measurements with precision micrometers and various other instruments.
- Thorough knowledge of GD&T.
- Ability to read and edit G & M codes , teach tools, and load programs
- Ability to perform set-ups on CNC machines, lathe and/or mills
- Thorough knowledge of tooling, materials and cutting parameters.
- Promotes the company initiative of Lean Manufacturing/ Continuous Improvement projects.
- Ability to work with little to no supervision.
- Able to train and assist CNC Operators.
- Perform other work-related tasks, as assigned.

Compliance Requirements

Gilmore has a Business Ethics Policy (the "Policy") which provides guidance to employees in day-to-day roles, as well as helping the employee and the business comply with the law at all times. The incumbent must read, understand, and comply with, at all times, the Policy along with all other corresponding policies, procedures and directives.

QHSE Responsibilities

- Demonstrate a personal commitment to Quality, Health, Safety and the Environment
- Apply Gilmore, and where appropriate Client Company's, Quality, Health, Safety & Environment Policies and Safety Management Systems
- Promote a culture of continuous improvement, and lead by example to ensure company goals are achieved and exceeded.

Qualifications/Work Experience

Education

Essential

- High School diploma or general education degree (GED), or
- Equivalent combination of education and experience.

Preferred

- Trade school is preferred.

Experience

Essential

- 7+ years as CNC machinist primarily with FANUC or MAZAK controls.
- Knowledge of G & M codes, editing the programming.
- Ability to identify and solve problems.
- Ability to perform own set-ups.
- Strong math skills.
- Strong verbal and written communication skills.
- Basic computer skills.
- Physical ability to stand, bend, sit and lift up 40 pounds for 8 to 12 hours per day.

Physical Demands

The physical demands described herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodation(s) may be made to enable individuals with disabilities to perform the essential functions.

- Physical Dexterity required; ability to ascend/descend ladders; ability to lift, push, pull, and move objects fifty (50) pounds or more.
- Ability to wear and utilize Personal Protective Safety Equipment (PPE). Required equipment includes steel toed shoes, safety glasses/goggles. Additional PPE may be required, e.g., safety harnesses, Fire Retardant Clothing (FRC), hard hats, or other as assigned.
- Willingness to work nights, weekends, and/or overtime if required.

Work Environment

The work environment characteristics described herein are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodation(s) may be made to enable individuals with disabilities to perform the essential functions.

- Work conditions will vary and may include working up to twelve (12) hours per day or more in environments with exposure to unusual elements, such as extreme temperatures, dirt, dust, fumes, smoke, unpleasant odours and/or loud noises.

To apply

Please send an updated CV to hr@gilmore.com

Declaration

I declare that I have read, understood and accept the contents of the above job description, which I am required to undertake.

Signature:		Date:	
Name in Capitals:			