

### Apprentice Machinist

#### Main Purpose of Position

Machining is a discipline which uses different machines such as a CNC Lathe, turning machine or drilling machines to produce bespoke parts or components. This will involve setting up, operating and adjusting settings and programmes. The apprentice will undertake a 4 year apprenticeship with a local training provider and will complete the Level 3 Apprenticeship Standard.

#### Areas of Responsibility

- ✓ Develop the ability to follow instructions on how to set up machinery to perform specific functions.
- ✓ Learn how to use the correct processes and understand technical drawings.
- ✓ Establish an understanding of the different materials which may be used within the manufacturing environment.
- ✓ Working with relevant stakeholders such as internal and external customers.
- ✓ Work within Health & Safety guidance and risk assessment.
- ✓ Gain confidence in reporting problems and issues.
- ✓ Assist in providing accurate and relevant information as determined by the Team Leader.
- ✓ Any other duties deemed suitable by the Fab/ Weld Team Leader.

#### Reporting Relationships

**Reports to:** Team Leader

**Direct reports:** None

### Person Specification

| Qualifications                                            | Essential | Desirable |
|-----------------------------------------------------------|-----------|-----------|
| English GCSE grade C/4 or above                           | ✓         |           |
| Mathematics GCSE grade C/4 or above                       | ✓         |           |
| Skills & Abilities                                        | Essential | Desirable |
| Good written and verbal communication                     | ✓         |           |
| Able to self-manage work, prioritise, and take initiative | ✓         |           |
| Able to work to deadlines                                 | ✓         |           |
| Maintain professional relationships with all stakeholders | ✓         |           |
| Self-motivated and enthusiastic                           | ✓         |           |
| Other                                                     | Essential | Desirable |
| Willingness to learn and develop new and existing skills  | ✓         |           |
| Honest, reliable, and good time keeping                   | ✓         |           |
| Willingness to undergo Baseline security clearance        | ✓         |           |

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Signed [TITLE]:

Date:

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Signed [LINE MANAGER]:

Date:

