



University System of Maryland Job Class Specification

TITLE: RESEARCH MACHINIST II
FLSA: NONEXEMPT
EEO6: H60
IPEDS-SOC: U-514041

JOB CODE: N12RM2
JOB TYPE: SYSTEMWIDE
JOB FAMILY/SERIES: ENG

APPROVED BY: Chancellor's Designee
James Sansbury , Acting Director of Human Resources

EFFECTIVE DATE: 02/03/2005

JOB SUMMARY

Under general supervision, performs moderately complex work which involves building, modifying, and fabricating parts for working research apparatus. In consultation with shop supervisor, higher level research machinist, or research personnel, assists in the design and constructs devices from sketches and drawings. May exercise technical supervision of projects when required.

PRIMARY DUTIES

1. Operates conventional machine shop equipment, including precision tools and instruments for micro-measurement, to produce apparatus parts to the required level of accuracy. Produces necessary jigs and fixtures for completion of work.
2. Makes precise dimensional measurements of parts and their relationships in an assembly in order to achieve proper function and makes necessary adjustments. Suggests and makes alterations in design, subject to supervisory approval.
3. Performs precision hand operations at the workbench to achieve proper fit and finish of parts.
4. Assembles complete devices or sub-assemblies and inspects for proper function of mechanisms per project requirements.
5. Specifies and requisitions commercial hardware required for assembly of mechanisms, subject to supervisory approval.
6. Disassembles, cleans, lubricates, adjusts and re-assembles mechanical instruments.
7. Performs routine chemical finishing operations on parts.
8. Calculates basic clearances, positions, and fits on parts features.

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9. Marks up drawings to reflect as built condition as changes are made to jobs in progress.

Note: The intent of this list of primary duties is to provide a representative summary of the major duties and responsibilities of this job. Incumbents perform other related duties assigned. Specific duties and responsibilities may vary based upon departmental needs.

MINIMUM QUALIFICATIONS

EDUCATION: Graduation from an accredited trade or technical school in a related field.

EXPERIENCE: Five years machine shop experience to include one year as a research machinist.

OTHER:

REQUIRED KNOWLEDGE/SKILLS/ABILITIES

Thorough knowledge of and skill in applying standard machine shop practices including safe operation of required tools and equipment. Thorough knowledge of the standard system of measurement employed in area where assigned; of manufacturing processes. General knowledge of applied arithmetic, geometry, and trigonometry as it applies to machine shop practice. Skill in working with conventional engineering materials at close tolerances. Ability to read and interpret complex engineering drawings and specifications; to communicate effectively both orally and in writing; to maintain effective working relationships; to handle multiple projects and priorities; to provide technical supervision when required; to wear and work in personal protective equipment.

OTHER: Except for qualifications established by law, additional related experience and formal education in which one has gained the knowledge, skills, and abilities required for full performance of the work of the job class may be substituted for the education or experience requirement on a year-for-year basis with 30 college credits being equivalent to one year of experience.

CONDITIONS OF EMPLOYMENT

N/A