



National Electrostatics Corp.

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Great benefits in a dynamic workplace that is respectful, friendly and fun – we are a team that is committed to making and keeping our customers very happy!

Safe work habits, attention to detail, accuracy, good attendance, and excellent organizational skills, the ability to work and think independently, along with the ability to work cooperatively with others in a positive and professional manner are expected. Benefits include paid holiday, vacation, sick leave, disability, life insurance, employer sponsored group health and dental insurances and 401(k) retirement plans. Pre-employment drug testing required.

Job Title: MACHINE SHOP & CUT OFF ASSISTANT

Job Level: Operative

Machine Shop Department – Hours M-F 40 hrs/week (6:00 a.m. - 2:30 p.m. CST)

Essential Duties:

1. Set up and operate cut-off saw, band saw, punch press and shear
2. Deliver materials to shops
3. Deburr work using deburring tools
4. Perform secondary operations, such as, tapping, countersinking, polishing, etc.
5. Verify the accuracy of machined parts against engineering drawings
6. Advancement opportunities include: Manual machining, primarily on a lathe (large swing) of a variety of metal and plastic parts, many close to tolerance
7. Other similar machine shop tasks as needed

A day's work may involve from one to all duty areas. Some of the duties may involve cooperative work with other employees, but most of the work is single work station activity. The ability to work alone (beyond communicative distances, not necessarily isolated) is expected.

Educational Requirements: High School Diploma/GED required, Associates Degree preferred

Skills and Experience Requirements:

1. Ability to read dimensioned parts drawings, equipment operating instructions, etc.
2. Ability to use manual and power hand tools, drill press, taps, cut-off saw, etc.
3. Ability to use common measuring tools (tape measure, drill gauge, etc.)
4. Familiarity setting up and operating manual lathes, including large lathes
5. Average or better ability to read and write in English, to work from written instructions, and perform simple calculations (add, subtract, multiply, divide)
6. Some machine shop work experience or training is required

Physical Requirements:

1. Ability to lift 50 pounds, bend, crouch, squat, twist and reach overhead
 2. Eyesight vision of, or corrected to, 20/20
 3. Ability to perform operations of manual dexterity, mostly while standing
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