POSITION DESCRIPTION

JOB TITLE: Tooling Technician

LOCATION: Goose Creek, SC

PRIMARY FUNCTION:
To set up and maintain tooling measuring equipment, such as optical comparator, stereomicroscope, micrometers, height gages. To perform training for technicians and operators on proper tooling usage and handling. To analyze database’s for trends and produce graphs and reports. To maintain tooling tolerances and replacement intervals, and/or PM schedules. To order and maintain tool room supplies, heaters, tooling, drawing dies.

ORGANIZATIONAL RELATIONSHIPS:

LINE: Reports to Technical Manager
DIRECT REPORTS: Hourly Staff
STAFF: Interfaces with Engineering, Manufacturing, Quality Assurance, and Vendors

SPECIFIC RESPONSIBILITIES:

- Perform and document measurements on new and in process tooling. Maintain tolerances to avoid poor quality products.
- Perform set-up of measuring devices, gauges, standards, equipment and provide necessary planning for tooling measurements.
- Support training of technicians and operators in measurement procedures, cleaning techniques, tooling care.
- Perform special assignments/projects, applying incrementally developed expertise, to demonstrate this capability will lead to increase responsibilities.
- Prepare and maintain reports according to tooling inventories, tooling measurements and pertaining procedures.
- Analyze and graph database for tooling wear, trends.
- Develop and maintain response programs, (tooling damage corrective action).
- Develop and maintain knowledge of processes and materials utilized in the department.
- Organize and schedule maintenance routines for die strings, X-Head Pm’s.
- Monitor and optimize stock inventories of new tooling, in process tooling, heaters, etc.
- Collaborate with suppliers on quality issues, specifications, etc.
- Research new products or alternative products for supporting tool room.
- Perform all duties in support of Nexans’ ISO 9000 quality system.
- Perform all duties as designated by supervisor/manager and/or by the job position description.
- Develop and maintain a level of enthusiasm and attitude commensurate with the tooling specialist job title.
• Maintain an average or better-than-average level of rating on the relevant procedure’s and special assignments.
• Must be able to read and understand prints and drawing of a mechanical nature.
• Be available for overtime assignments as required to fulfill job responsibilities.

COMPETENCIES:

• Excellent interpersonal skills
• Problem solving abilities
• Adaptable, flexible and resourceful
• Continuous improvement mentality
• Strong oral and written communication skills
• Team Player and work as a team
• Formalization and transmission of know-how
• Application of Standards
• Continuous improvement
• Deployment and monitoring of key indicators
• Customer satisfaction

REQUIREMENTS:

• Must possess two years of extrusion experience or commensurate measuring experience.
• Must be familiar with Microsoft Office.
• Must be familiar with Computer Aided Drafting.
• Must possess Associate Degree or calibration technician experience or Tool and die experience.
• Must present record of self-motivation and capability to perform job duties with minimal supervision.
• Must be able to read, write and comprehend the English language (i.e. the language of all plant directives) for required document control; must be able to perform general mathematical computations to endure appropriate interpretation and measurement of tooling tolerances.

PHYSICAL REQUIREMENTS / ACTIVITY

Percentage of time during the normal workday the employee is required to:

Sit: 10%  Stand: 40%  Walk: 30%
Lift: 15%  Squat: 5 to 10%  Bend: 15%
Twist: 20%  Crawl: 0%  Kneel: 0%
Drive: 0%  Climb: 0%  Reach above shoulders: 5 to 10%
Maximum consecutive time during the normal workday for each activity:

- Sit: 5 minutes
- Lift: 1-2 minutes
- Twist: 1-2 minutes
- Drive: 0 minutes
- Stand: 20-30 minutes
- Squat: 1-2 minutes
- Crawl: 0 minutes
- Walk: 5-10 minutes
- Bend: 2-5 minutes
- Kneel: 0 minutes
- Climb: 0 minutes
- Reach above shoulders: 2-5 minutes

THE APPROXIMATE WEIGHT TO BE LIFTED EACH NORMAL WORKDAY

(Occasionally 1-33%; Frequently 34-66%; Continuously 67-100%)

<table>
<thead>
<tr>
<th>Weight Range</th>
<th>Occasionally</th>
<th>Frequently</th>
<th>Continuously</th>
</tr>
</thead>
<tbody>
<tr>
<td>Up to 10 lbs.</td>
<td></td>
<td></td>
<td>X</td>
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<tr>
<td>11 to 20 lbs.</td>
<td>X</td>
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<tr>
<td>21 to 35 lbs.</td>
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<tr>
<td>36 to 50 lbs.</td>
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<td>X</td>
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<tr>
<td>51 to 75 lbs.</td>
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<tr>
<td>Over 75 lbs.</td>
<td>NOT WITHOUT HOIST OR ASSISTANCE</td>
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Simple Grasping: Up to ten pounds continuously
Pushing and Pulling: Up to full 36” reels; up to 50 lbs. force weight
Fine manipulation: Eyepiece inspection; wire stripping; microscope and micrometer use, computer keyboard, Man Machine Interface and touch screen

Describe and explain the lifting and carrying requirements. Examples: the distance material is carried; how high material is lifted, etc.
- Maximum distance of 10 feet for carrying material
- Maximum distance of 50 - 100 feet for pushing/pulling material
- Lift material 2 to 4 feet high

Safety/Working Conditions:
- Employee must adhere to company safety policies.
- Employee is exposed to good working conditions.
- Employee is subject to electrical exposures.
- Employee is required to adhere to protective clothing requirements.
## TOOLS / EQUIPMENT USED

<table>
<thead>
<tr>
<th>Tool/Equipment</th>
<th>Occasionally</th>
<th>Frequently</th>
<th>Continuously</th>
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</thead>
<tbody>
<tr>
<td>Pay-off/Take-up</td>
<td>X</td>
<td></td>
<td></td>
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<tr>
<td>Wire Stripers</td>
<td>X</td>
<td></td>
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<tr>
<td>Safety Razor Blades</td>
<td>X</td>
<td></td>
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<tr>
<td>Micrometer</td>
<td>X</td>
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<tr>
<td>Microscope</td>
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<tr>
<td>Eye piece</td>
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<td>Ruler</td>
<td>X</td>
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<tr>
<td>Instron</td>
<td>X</td>
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<tr>
<td>DC Resistance Bridge</td>
<td>X</td>
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<tr>
<td>Computer and Man Machine Interface (MMI) and touch screen</td>
<td>X</td>
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**Sensory requirements:**

**Speech:** Ability to ask questions and disseminate information clearly.

**Vision:** Ability to accurately identify materials on sight, partially through color identification.

**Smell:** Not required.

**Touch:** Must be able to feel for discrepancies in the wire.

**Hearing:** Required or alternative aid necessary to hear instructions, machinery, tow motor audible signals, and pages.

This data reflects the general duties and requirements considered necessary to describe the principle function of the jobs described above and shall not be construed as a detailed definition of all work requirements that may be inherent within the jobs listed above.