

## Precision Production

### Job Classification

Precision Production I

Precision Production II

Precision Production III

### Pay Grade

4

6

9

### Education/Experience Requirements

High school diploma and 18 months of welding and tool making in trade school or apprentice program

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### Common Activities

Fabricates mechanical devices and units

Performs basic machining duties

Operates welding equipment and uses hand tools in the fabrication of mechanical devices

Maintains and repairs mechanical equipment and prototypes

Builds specific parts within design guidelines using standard procedure

Builds and assists in designing a wide variety of equipment

Prepares estimates for projected jobs

Selects and sets up appropriate shop equipment, maintains equipment

Prepares and modifies rough and finished sketches from oral instructions

Requisitions materials, supplies and tools; makes recommendations for equipment purchases

Provides technical expertise

Devises original design; builds sophisticated apparatus

Translates experimental drawings and sketches

Selects and orders equipment and supplies

Constructs components and parts to extremely close tolerances

May supervise a machine shop or other machinists

### Organizational Impact

The results of actions have only a minor impact on a department's operations. Individuals actions are limited to a single work area and do not affect the overall finances of that area.

The results of actions have only a measurable impact on a department's operations. Individuals actions are limited to a single work area and may have a measurable effect on the overall finances of that area.

The results of actions may have a significant impact on the operations of the work group.

**Problem Solving**

Required to have an understanding of practices and procedures. Unique problems or solutions requiring interpretation or explanation may be referred to a supervisor.

Required to have an understanding of practices and procedures. Resolves unique problems by collecting and interpreting information. Solutions may include modifying procedures and methods to address new conditions. Receives advice and input as needed from supervisor.

The job consists of broad responsibilities requiring the application of policies to dynamic and complex conditions. Problems generally require significant analysis and judgment. Solutions may include adapting existing practices and systems to address unique situations.

**Supervision**

No Supervision

No Supervision

Interviewing and selection, orientation, training, work assignment and review, and recommendations for various personnel actions for non-exempt employees.

**Contact Level**

Limited interaction within own work area and the University.

Interacts with various levels within or outside the University. This interaction may include interpreting and explaining ideas and concepts as well as solving problems and coordinating projects.

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**Financial Budget**

Does not participate in budget preparation. May be authorized to order and sign for materials or supplies.

Compiles and tabulates budgetary data, calculates figures and checks for accuracy. Authorized to sign for materials.

Prepares and monitors budget, analyzes requisitions for conformance to budget, and compliance with specific requirements (such as for grants, gifts, gov. regulations) and recommends for approval.