

# INNOVATE YOUR FUTURE



**INNOVATIVE**<sup>®</sup>  
AUTOMATION. LEAD GLOBALLY.

## INT. MACHINE BUILDER

*Innovative Automation has a unique company culture where every member of the team is empowered, and all new ideas are welcome. We place a high value on fostering an environment of respect and trust between all team members. Innovative Automation listens to, invests in and supports employees, offering advanced skills training, and opportunities for advancement.*

### POSITION OVERVIEW

Reports to: Production Manager

Innovative Automation is looking for an Intermediate Machine Builder to join our team of Innovators. In this position, you will use output from the Design & Machining departments, together with purchased parts to build custom automation equipment according to specifications in the Project Requirements Form and accepted quote.

The ideal candidate has a love of learning, as every single day presents exciting new challenges. You will quickly become a core part of the Innovative team and an active decision maker helping to guide our output.

### KEY RESPONSIBILITIES

- Work cooperatively with customers, fellow employees, contractors, and management.
- Communicate with management, and fellow staff, any project concerns, project status, and possible solutions.
- Complete all assigned tasks in a neat and timely fashion based on the accepted hours from the job quote.
- Understand Innovative Automation's scheduling and budget requirements, apply personal management skills to meet required time and material allowances.
- Perform duties and tasks in accordance to all of Innovative Automation's ISO work instruction procedures located on the Intranet.
- Study blueprints, sketches, drawings, manuals, specifications, or sample parts as detailed in the Project Requirements Form to determine functions of the finished machine and set-up requirements.
- Maintain the original "Build detail drawings" including all returned drawings from our vendors, in the shop binder throughout the entire project. Note: changes to design must be documented on shop drawings and drawing update form as laid out in the ISO drawing update work instruction.
- Verify dimensions and alignment of assembly.
- Knowledge of pneumatics and/or hydraulics.
- Install machined parts in mechanisms, machines, and equipment, and tests operation of unit to ensure functionality and performance.
- Review machine function with electrical developer and mechanical design personnel associated with the project.
- Complete general assembly tasks as assigned by management.
- Maintains a clean, tidy work environment.
- Service reports to be completed on a daily basis and returned to management in a timely manner.
- Upon completing the assembly process of the machine, the Junior machine builder signs off on the Project Requirements Form. The Junior machine builder is responsible for checking to ensure all signatures are present up to that stage from other departments and are on the Project Requirements Form prior to signing.

- Suitable for a mechanically inclined skilled tradesperson with the ability to alter and suggest alterations to machined components.
- Ability to create and manufacture solutions and details to compliment the intended function of the equipment being assembled.
- Ability to work with minimum supervision.
- Possesses the knowledge as to where to find what's needed for the job.
- Communicates with management, fellow staff, and Customers any project concerns, project status, and possible solutions.
- Maintains research and development for job from start of the project until commissioning.
- Operate the machine on trial runs to adjust machine settings, cycle times etc. to ensure it meets customer specifications.
- Utilizes 'issues log' located on the Intranet, Email and 'Station Issues List' to document and re-enforce project issues.
- In a leadership role, responsible for tracking all alterations to the drawing package by themselves or others.
- Perform functionality testing of purchased and machined parts.
- Sign the "Project requirements Form" located in the master binder, together with the Electrical Developer, when the machine functions according to customer specifications.
- The Intermediate Machine builder is responsible for checking to ensure all signatures are present up to that stage from other departments are on the 'Project Requirements Form' prior to signing.
- Suitable for a self-directed Journeyman with a Tool & Die, Machinist or equivalent background.
- Capable of backing up Senior Builders.
- Occasional travel as required within North America.

## QUALIFICATIONS

- Minimum Certificate of Qualification for a Precision Metals (General Machinist, Mould Maker or Tool and Die Making) OR Millwright.
- Skills are required to perform multiple, technical tasks with a need to periodically upgrade skills in order to meet changing job conditions.

## HOW TO APPLY

Innovative Automation is always looking for talented people, so even if you don't currently see a job that fits your skill set, please forward us your resume if you feel you would like to become part of our team. All resumes will be evaluated and kept on file.

We thank all applicants but advise that only those to be considered for an interview will be contacted.

Innovative Automation welcomes and encourages applications from people with disabilities. Accommodations are available on request for candidates taking part in all aspects of the selection process.

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