

CNC Machine Operator / Trainee (Computer Numerically Controlled Machine Operator)

Available Immediately

Parallax Inc. is a small privately held company located in Rocklin, California. Parallax designs and manufactures microcontroller development tools and small single-board computers that are used by electronic engineers, educational institutions, and hobbyists. The company's staff of 40 individuals performs functions that include engineering, manufacturing, marketing, sales, general administration, technical support, and assembly, both domestically and abroad. Examples of how Parallax customers use our products are shown at

<http://www.parallax.com/Resources/ApplicationsContests/tabid/271/Default.aspx>.

Parallax is looking for an enthusiastic, self-motivated, and knowledgeable individual to work as an entry level CNC Machine Operator/Trainee in the Manufacturing Department. The right person for this position is highly organized, keeps a clean workspace, has impeccable attention to detail and has a strong mechanical aptitude and interest. A significant amount of pride and mental ownership over our small machine shop is necessary in this position.

This position is a regular, full-time, and non-exempt level position that requires working in the Rocklin, CA facility, reporting to Parallax's Inventory and Production Manager.

Duties associated with position include:

- Run Parallax aluminum robotic products on two Haas CNC Mills
- Demonstrate a good understanding of the CNC machine's capabilities and the positions responsibilities while being trained to do the following:
 - Daily and weekly cleanup and organization of the machine shop:
 - Vacuum and clean all floors
 - Clean interior and exterior of CNC mill
 - Maintain fluid levels in the CNC mill
 - Tight organization of all tooling
 - Keep all tools in top running condition and manage backup supplies
 - General production minded skills
 - Attention to workflow processes and efficient methods of job setup, removal
 - Ability to think about wise time usage while CNC mill runs for other projects like cleaning, material preparation (cutting), material finishing, cleanup with only minimal downtime
 - Time tracking and recording so we may accurately account for our costs
 - Foresight into material and tooling needs that prevent down-time
 - Determine sequence of manufacturing operations and setup requirements
 - CNC specific skills
 - Locate and load the necessary tools
 - Find part centers and tool offsets
 - Set up parallel processes to minimize tool changes and machining time
 - Create fixtures from engineering drawings and G-code provided by others
 - Manufacture parts within tolerances specified on drawings
 - Mechanical aptitude with tools, hands and brain, coordinated together with safety and quality in mind
 - Typically, G-code and setup information will be provided by the engineer working on the project. There is no initial expectation that this position also be responsible for generating toolpaths.
 - Professional skills involving writing and contributing to meetings
 - Work well with engineers and managers on production runs and prototype work
 - Document processes and procedures
 - Desire to cross train and become an effective contributor to product assembly outside of the mill room (which includes Manufacturing and Kitting)

Other Related Duties:

- Any other duties as needed or assigned.
- Enthusiasm, positive attitude, ability to work well with others and a friendly, polite demeanor.
- Willing and motivated to learn more about the above items as necessary.
- Able to contribute to cooperative meetings.
- Able to take on new tasks that arise from future needs in the department/company.
- Insuring quality control.

Additional Qualifications:

- High school diploma and proven ability to read, write, and speak English.
- Some recent CNC experience (education is a substitute).
- Effective and timely communication skills.
- Ability and willingness to work flexible hours and over time on an as needed basis.
- Ability to lift and carry up to 50 lbs.
- Demonstrate an eye for aesthetic/artful appeal of finished products.
- Accept and maintain a fast paced work environment.

Salary determined on employment, commensurate with experience, qualifications and enthusiasm.

Application consists of a cover letter and resume to:

Human Resources Manager

599 Menlo Drive

Rocklin, CA 95765

Fax (916) 624-8003

jobs@parallax.com

Check out the Parallax website for more details www.parallax.com