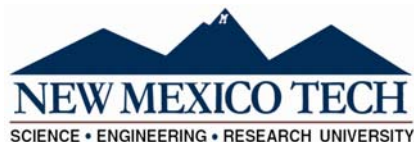


Posted: August 20, 2019



POSITION ANNOUNCEMENT

TITLE: MACHINIST **DEPT:** MECHANICAL ENG, PETROLEUM ENG, MACHINE SHOP

REG **TEMP** **FULL TIME** **PART TIME**

STARTING RATE or SALARY RANGE \$50,000-\$60,000

Employees being promoted to a higher classified position receive the minimum for the position or a pay rate adjustment of 8% whichever is greater.

INTERNAL POSTING THROUGH: August 29, 2019* CONSIDERATION WILL BE GIVEN FIRST TO TEMPORARY AND REGULAR TECH EMPLOYEES WHO APPLY WITHIN THE 7 DAY INTERNAL POSTING. APPLICATIONS RECEIVED AFTER THE 7 DAY POSTING MARGIN WILL BE CONSIDERED WITH OTHER OUTSIDE APPLICANTS.

JOB DUTIES:

The academic departments of Mechanical Engineering and Petroleum Engineering along with the Office of Research are looking for a Machinist and Laboratory Technician. Responsibilities for the position related to education will be to provide precision machining; oversee safe operation of a machine shop; teach students; and manage, maintain, repair and provide general support for facilities and equipment. Responsibilities for the position related to research are to support the main machine shop and provide precision machining.

Job duties for the Department of Mechanical Engineering include: 1) manage the department's machine shops and 3D printers; 2) teach machining, metalworking and associated safety practices; 3) perform machining and welding; and 5) assist with the maintenance and repair of electromechanical equipment in the department as needed.

Job duties for the Department of Petroleum Engineering include: 1) operate, maintain and repair electromechanical equipment in academic laboratories (e.g., reservoir, drilling, well completion and production) that requires knowledge of motors, pumps, hydraulics, welding and soldering; 2) maintain computer-based data acquisition systems; and 3) assist with teaching laboratories as needed.

Job duties for the Office of Research will be to support the main machine shop that provides precision machining to all of campus.

Applications received prior to September 6, 2019 will receive full consideration.

REQUIRED QUALIFICATIONS:

Completed a formal machining and/or technology training program that resulted in a certification or degree, or at least four (4) years of experience as a machinist. Read and comprehend instructions. Write information and complete simple forms. High school (or GED) level ability in spelling, grammar, basic composition, math and computers for use in the office. Advanced ability with computers and applications used for machining, drafting, instrumentation and control. Able to work with minimum supervision.