

TENTATIVE

Occ. Code 7120145

TRADES SPECIALIST (MACHINIST), GRADE 12

New York State Department of Civil Service

Classification Standard

BRIEF DESCRIPTION OF CLASS

A Trades Specialist (Machinist) performs skilled machine shop work and frequently supervises others in operating and maintaining lathes, drill presses, drilling machines, and other machine tools in the construction and repair of metal parts, tools, and fixtures.

DISTINGUISHING CHARACTERISTICS

A Trades Specialist (Machinist) plans and lays out work and determines the proper tools and materials and the sequence of cutting and finishing operations required. Incumbents set up and operate a variety of machine tools often requiring work to close tolerances, in the manufacture and repair of metal parts, mechanisms, tools or machines. Trades Specialists (Machinist) work from rough sketches, blueprints, samples or oral descriptions. The work of the Trades Specialist (Machinist) is rarely repetitive. All positions are in the non-competitive jurisdictional class.

A Trades Specialist (Machinist) frequently supervises others in this work including semiskilled and unskilled workers.

RELATED CLASSES

A Maintenance Assistant (Machinist) as a semiskilled employee, performs the more routine and repetitive tasks which do not require difficult planning and layout to achieve required dimensions. Incumbents follow specific instructions and work under the direction, observation and supervision of a Trades Specialist (Machinist).

Positions of Facility Operations Assistant 1 assigned to a Trades Specialist (Machinist), assist by performing manual tasks involving elementary skills as directed while learning the practical techniques of the trade.

ILLUSTRATIVE DUTIES

Incumbents set up and operate machine tools such as lathes, planers, milling machines, and drilling machines to make or repair a variety of metal parts and tools. A Trades Specialist (Machinist) may also perform skilled machine shop work such as line boring main bearings, coring cylinders, and grinding crankshafts and pistons in the overhaul of gas and diesel engines. In addition, incumbents may

devise and make metal items for special use such as pumps, jigs, and fixtures.

Illustrative activities include the following:

- From specifications or description of part to be produced, plans tools and materials required and the sequence of operations to be performed.
- Selects proper materials for the job and lays out stock for machining by measuring and marking dimensions and reference points for machining.
- As appropriate to the machine operated, selects and installs proper cutting tools and sets machine controls which determine sequence of operations, the speed at which the tool or work moves, and the depth of the cut.
- Machines part to specifications and checks accuracy of the work by the use of precision measuring devices such as micrometers and gauges.

INDEPENDENCE OF OPERATION

Trades Specialist (Machinist) is generally supervised by higher-level trades positions such as Maintenance Supervisor 1 (Motor Equipment), Maintenance Supervisor 2 or 3, or Canal Maintenance Shop Supervisor 2. Generally work priorities are prescribed and the materials and equipment are furnished. However,

in the absence of such direction, a Trades Specialist (Machinist) may set priorities, requisition materials, and determine the work that has to be done.

A Trades Specialist (Machinist) is expected to work with considerable independence as is typical of a craftsperson.

COMMUNICATION

The nature of a Trades Specialist's (Machinist) activities generally restricts relationships to employees in the same organizational unit including craftspersons in other trades. On occasion, however, incumbents may orally communicate with others within the agency or State facility to determine the purpose and special requirements of the tools or parts to be repaired or made.

SUPERVISION EXERCISED

A Trades Specialist (Machinist) frequently supervises subordinate maintenance employees by making assignments, giving instructions, observing and inspecting the work performed to ensure that instructions have been followed, and that the quality of the work is satisfactory.

MINIMUM QUALIFICATIONS

Non-competitive: four years of full-time experience in the machinist trade under a skilled journey level machinist which would provide training equivalent to that gained in an apprenticeship program. Apprenticeship training in the machinist trade or training gained by completion of technical courses in the machinist trade at a school, institute, or branch of the Armed Services may be substituted on a year-for-year basis.

NOTE: Classification Standards illustrate the nature, extent and scope of duties and responsibilities of the classes they describe. Standards cannot and do not include all of the work that might be appropriately performed by a class. The minimum qualifications above are those which were required for appointment at the time the Classification Standard was written. Please contact the Division of Staffing Services for current information on minimum qualification requirements for appointment or examination.