



**Job Title:** Mold Setter  
**Department:** Machine Shop  
**Reports To:** Injection Molding Manager  
**Direct Reports:** No  
**FLSA Status:** Non-exempt

### **Job Summary**

This position will perform setups, repairs, and adjustments to injection molding machines.

### **Job Duties**

- Positions assembled molds on press bed of molding machine bolts to assemble and align die with matrix.
- Installs die on machine using clamps, bolts, and hand tools. Adjusts stroke of ram.
- Connects steam, oil or waterlines to molding machines.
- Sets machine controls to ensure process control during manufacturing cycle according to procedures.
- Places necessary mixtures of resins, dry as required, into hopper.
- Starts up sample mold runs and examine samples to ensure all requirements are in place.
- Verifies critical dimensions and submits the product to Quality Assurance for approval.
- Responsible for general housekeeping of work area.
- Other duties as assigned.

### **Impact**

- Set-up and daily monitoring of molding machines and equipment to ensure continuous production.
- Communicates with Manager, Plant Engineering to gain approval/escalate necessary changes for plant maintenance.

### **Safety Responsibilities**

- Following all rules, regulations and procedures set forth in the safety manual.
- Promoting safety awareness throughout the workplace.
- Alerting supervisors to any safety hazards they discover.
- Wearing appropriate, proper protective equipment whenever required.
- Using guards on tools and machinery whenever required.
- Following proper lifting techniques using legs and not the back.
- Operating any vehicles, equipment, tools or machines only if they are authorized to do so.
- Reporting any injury or loss immediately to the supervisor/team lead.
- Promoting a positive attitude about safety and never performing any unsafe practice that could place the employee or others in danger.
- Providing information to his/her immediate supervisor if a better and safer procedure can be implemented in performing any operation.

**Independent Judgment**

- Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form.
- Ability to deal with problems involving several concrete variables in standardized situations.

**Analysis/Problem Solving**

- Ability to calculate figures and amounts such as discounts, interest, commissions, proportions, percentages, area, circumference, and volume.
- Ability to apply concepts of basic algebra and geometry.

**Communication**

- Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals.
- Ability to write routine reports and correspondence.
- Ability to speak effectively before groups of customers or employees of the organization.

**Skills/Technical Skills**

- Computer skills necessary to operate the system maintenance program and operations software.
- Understanding of molding, hydraulics, and basic electrical.
- Ability to work any shift including 2nd and 3rd shifts.

**Knowledge**

- Understands regulated type industries a plus.
- Knowledge of medical device manufacturer and supplies knowledge a plus.
- World-class manufacturing knowledge a plus.

**Physical Requirements**

- While performing the duties of this job, the employee is frequently required to stand. The employee is occasionally required to walk; use hands to finger, handle, or feel; reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl; and taste or smell. The employee must occasionally lift and/or move up to 35 pounds. In the event the employee must move over 35 pounds, a team lift or mechanical device must be used. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

**Education**

- Associates degree preferred.

**Experience**

- Two years related experience and/or training; or equivalent combination of education and experience.