

**STATE OF OHIO (DAS)**CLASSIFICATION  
SPECIFICATION**CLASSIFICATION SERIES:**

Machinist

**SERIES NO.:**

5231

**MAJOR AGENCIES:**

Transportation, Rehabilitation &amp; Correction

**EFFECTIVE DATE:**

02/26/2012

**SERIES PURPOSE:**

The purpose of the machinist occupation is to operate a variety of machine shop tools & equipment (e.g., drill press, lathe, power saw, grinder, milling machine, radial drill) in order to manufacture & repair parts & items of equipment.

At the lower level, incumbents perform the full range of machine shop tool & equipment operation. At the middle level, incumbents serve as lead workers (e.g., provide work direction, training of others) & perform the full range of machine shop tool & equipment operation.

This series does not include the development & repair of adaptive equipment (see Adaptive Equipment Technicians) or laboratory and field testing equipment (see Lab Machinist).

**CLASS TITLE:**

Machinist 1

**CLASS NUMBER:**

52311

**EFFECTIVE DATE:**

03/26/1990

**CLASS CONCEPT:**

The full performance level class works under general supervision & requires considerable knowledge of machine shop tool & equipment operation & blueprint reading in order to fabricate, repair, cut, bore, thread &/or rebuild hydraulic shafts, pumps & jacks, generators, compressors, chemical spray pumps, bearings & related equipment.

**CLASS TITLE:**

Machinist 2

**CLASS NUMBER:**

52312

**EFFECTIVE DATE:**

03/26/1990

**CLASS CONCEPT:**

The lead worker level class works under direction & requires considerable knowledge of machine shop tool & equipment operation & blueprint reading in order to serve as lead worker (e.g., provide work direction & training) over lower-level machinists, welders, maintenance repair workers &/or inmates in operation of machine shop equipment & operate machine shop equipment.

<b><u>CLASS TITLE:</u></b> Machinist 1	<b><u>CLASS NUMBER:</u></b> 52311	<b><u>BARGAINING UNIT:</u></b> 06
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**EFFECTIVE DATE:**

03/26/1990

**JOB DUTIES IN ORDER OF IMPORTANCE:** (These duties are illustrative only. Incumbents may perform some or all of these duties or other job-related duties as assigned.)

Operates various hand & machine shop tools & equipment (e.g., lathe, milling machine, shaper, drill press, surface grinder) to fabricate, modify, repair, cut, bore, thread, polish &/or rebuild variety of equipment (e.g., hydraulic cylinders, hydraulic pumps, hydraulic jacks, hydraulic shafts, generators, chemical spray pumps, bearings, bushings, brake drums, compressors, engines, metal doors, metal chairs).

Operates acetylene &/or electric welding equipment to weld, solder, forge, cut, mold, shape &/or fabricate windows, bars, screens, plows &/or related equipment & cleans & maintains work area, tools & equipment.

**MAJOR WORKER CHARACTERISTICS:**

Knowledge of machine shop procedures & equipment operation; blueprint reading; addition, subtraction, multiplication, division, fractions & percentages; state & federal regulations, policies & procedures (e.g., OSHA standards)\*. Skill in machine shop equipment operation (e.g., lathe, milling machine, shaper, drill press); minor welding operation (e.g., electric arc, acetylene torch); hand & power tool operation. Ability to carry out instructions in written, oral or picture form; read simple sentences; lift between 10-100 lbs. repeatedly; move limbs/fingers to perform manual functions repeatedly; stand, bend continuously.

(\*)Developed after employment.

**MINIMUM CLASS QUALIFICATIONS FOR EMPLOYMENT:**

12 mos. trg. or 12 mos. exp. in machine shop procedures & equipment operation; 1 course or 3 mos. exp. in blueprint reading; 1 course or 3 mos. exp. in minor welding operation; 1 course or 3 mos. exp. in hand & power tool operation; formal education in arithmetic that includes addition, subtraction, multiplication, division, fractions & percentages.

-Or equivalent of Minimum Class Qualifications for Employment noted above.

**TRAINING AND DEVELOPMENT REQUIRED TO REMAIN IN THE CLASSIFICATION AFTER EMPLOYMENT:**

Not applicable.

**UNUSUAL WORKING CONDITIONS:**

Subject to exposure to dirt, dust, odor, noise & dangerous machinery; may be required to work overtime.

<b><u>CLASS TITLE:</u></b> Machinist 2	<b><u>CLASS NUMBER:</u></b> 52312	<b><u>BARGAINING UNIT:</u></b> 06
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**EFFECTIVE DATE:**  
03/26/1990

**JOB DUTIES IN ORDER OF IMPORTANCE: (These duties are illustrative only. Incumbents may perform some or all of these duties or other job-related duties as assigned.)**

Serves as lead worker (e.g., provides work direction & training) over lower-level machinists, welders, maintenance repair workers &/or inmates in machine shop tool & equipment operation, sets up schedules for lubrication of all motors, machinery & fans & maintains tool security if leading inmates.

Operates various hand & machine shop tools & equipment (e.g., lathe, milling machine, shaper, drill press, surface grinder, welding torch) to design, repair, fabricate & modify parts, machinery & equipment & performs skilled tool & die work.

Orders supplies & materials, maintains supply inventory & keeps job records.

**MAJOR WORKER CHARACTERISTICS:**

Knowledge of machine shop procedures & equipment operation; blueprint reading; tool & die work\*; employee training & development\*; bookkeeping\*; inventory control\*; state & federal regulations, policies, procedures (e.g., OSHA standards); departmental/agency regulations, policies, procedures (ODOT directives, manuals)\*; addition, subtraction, multiplication, division, fractions & percentages. Skill in machine shop equipment operation (e.g., lathe, milling machine, shaper, drill press); minor welding operation (e.g., electric arc, acetylene torch); hand & power tool operation. Ability to understand system of mechanical & machine shop procedures; complete routine forms or records; lift between 10-100 lbs. repeatedly; move limbs/fingers to perform manual functions repeatedly.

(\*)Developed after employment.

**MINIMUM CLASS QUALIFICATIONS FOR EMPLOYMENT:**

18 mos. trg. or 18 mos. exp. in machine shop procedures & equipment operation; 1 course or 3 mos. exp. in blueprint reading; 1 course or 3 mos. exp. in minor welding operation; 1 course or 3 mos. exp. in hand & power tool operation; formal education in arithmetic that includes addition, subtraction, multiplication, division, fractions & percentages.

-Or 6 mos. exp. as Machinist 1, 52311.

-Or equivalent of Minimum Class Qualifications for Employment noted above.

**TRAINING AND DEVELOPMENT REQUIRED TO REMAIN IN THE CLASSIFICATION AFTER EMPLOYMENT:**

Not applicable.

**UNUSUAL WORKING CONDITIONS:**

Subject to exposure to fumes, noise, dirt, dust & dangerous machinery; may be required to work overtime.