

## Lead CAD/CAM Programmer

### Job Summary

Under the direction of the Manufacturing Manager, provide leadership and continuous improvement for the CAD department. Operate CAD/CAM-based computer software to provide programs and other critical details for CNC machines; create set up sheets and tooling sheets for the CNC operators. Manage all programs accessible to each machine, control current program revisions on the shop floor, and assist in the design of work holding fixtures.

### Specific Responsibilities

- Retrieve CAD data from customers, supplied as files, and translate these files to the proper format to read files into offline programming software for designing, detailing and changes as per shop requirements
- Utilizing existing product designs, create designs, and complete detail changes to adapt to meet new requirements
- Assist in the development of fixtures required to machine new customer supplied products
- Preparation of CNC programs for CNC controls in relevant language for the controllers used at Concorde
- Assist operators by answering questions pertaining to any problems found in the CNC programs and/or part files supplied
- Assist operators by answering questions pertaining to any problems found in the inspection sheets regarding tolerances
- Print and distribute blueprints required by operators and/or for the quoting process
- Filing and managing blueprints electronically and hard copies for files
- Assist in quoting cycle times when required
- Filing all completed inspection reports
- Follow all safety protocols as outlined in the Health and Safety program and the Occupational Health and Safety Act, and work in a clean, safe, and organized manor
- Develop and manage the tool data base, including a data base for each machine with tool data for different materials being machined
- Implement and manage a colored tolerance chart for all parts
- Manage all shop floor programs and revisions
- Prioritize continuous improvement to identify and implement processes that will improve productivity, quality, profitability, and safety
- Perform all other duties as assigned

*Only selected candidates will receive a response. Thank you for your interest.*

*In compliance with the Integrated Accessibility Standard Regulation (IASR) under the Accessibility for Ontarians with Disabilities Act, 2005 (AODA), Reko International Group Inc. is committed to accommodating job applicants with disabilities during the selection process.*

### **Knowledge and Skills**

- Knowledge of CAD/CAM software programs and machining equipment, including Heidenhain and Fanuc
- Strong mechanical problem solving and organizational skills, with the ability to work under pressure to maintain production scheduling deadlines
- Ability to manage multiple priorities within timelines in a fast-paced environment

### **Requirements**

- A minimum of ten (10) years of CAD/CAM experience on large CNC machine cutting equipment, including strong technical knowledge of machining processes
- Previous experience in a quality system role would be an asset, including the ability to develop and disseminate information to other staff on processes
- Strong knowledge of Microsoft Office and ERP systems
- Excellent written and oral communication skills

### **Company Background**

#### ***Strengthening communities by advancing manufacturing.***

*Concorde Precision Machining, a subsidiary of Reko International Group Inc., specializes in large & medium precision milling and boring machining for the transportation, energy, and oil and gas industries.*

*We are continuously seeking out the best and the brightest to become an integral part of a life-long opportunity and contribute to a vibrant future at our company. At Reko, we invest in our people and give them the tools they need to achieve success by offering apprenticeship programs, tuition reimbursement, and referral bonuses.*

*Our goal is to help our employees create their own success by providing every opportunity for them to thrive. We offer a healthy work-life balance, competitive wages and benefits, opportunities for personal and professional growth, a company contributed retirement savings plan, recognition awards, corporate discount programs and much more!*

*Invest in your future, join the Reko team today!*

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