

Machine Manufacturing Technology Skills

Use the following lists to show your technical skills on your resume and cover letter. You may have additional skills not shown on this list. List your skills in a separate Skills/Qualifications section on your resume. Highlight the most relevant skills in the middle paragraph of your cover letter.

Sample Skills/Skill Headings

- CAD/CAM Programming
- Computerized Control Systems
- Programmable Controllers
- CNC Machining
- 5-,6-,7-Axis Machines
- Production Management
- Shop Management/Scheduling
- Shop Supervisor
- Purchasing/Inventory Control
- Materials Requisition Planning
- Quality Control/Parts Inspection
- Quality Mechanical Inspection
- Prototype Machining/Assembly
- Welding (TIG/Thin Gauge)

Sample Skill Statements

- Set up, operate and troubleshoot CNC machines
- Programming CNC and CAD/CAM controls
- Manufacture, inspect, assemble and test products to exact design specifications
- Knowledge of Machinery's Handbook and machine tool safety
- Read blueprints using multi-view projection, sectional and auxiliary views and title blocks and drawing format
- Familiar with various types of dimensions, tolerances, notes, thread forms, representation, and finish specifications
- Knowledge of geometric dimensioning and tolerancing as specified by the American National Standards Institute
- Conduct tolerance accumulation studies
- Perform thread, gear, speed and feed, and taper calculations
- Accurately calculate proper cutting speeds, RPM and feeds for various machine tools and cutting conditions
- Adhere to shop safety practices and shop procedures
- Able to identify surface finishes
- Perform drilling, reaming, counter boring, countersinking, spot facing and tapping on various types of drilling machines
- Set up equipment for production runs
- Accurately read and interpret blueprints
- Troubleshoot difficult metal machining designs and fabrication problems
- Set up and calibrated machines for close-tolerance specification manufacturing

- Select, prepare, and weld band saw blades
- Sharpen and recondition tools utilizing universal tool and cutter grinder, drill pointer and bench grinder
- Sharpen drill bits, lathe tools, end mill slides/ends, milling cutters, and various formed relieved cutters, reamers and taps to manufacturers' specifications
- Measure products to specifications
- Perform quality control and testing