

# PREMIER TOOLING & MANUFACTURING, LLC.

## JOB DESCRIPTION

**Position Title:** Tool Designer  
**Department:** Tool Room  
**Reports to:** Tool Room Manager

### **Position summary:**

Develop tool designs from customer supplied geometry or drawings to achieve customer requirements.

### **Essential Functions:**

Supply 3D tooling designs for customer and internal Tool Room use.  
Provide guidance in the development of part features.  
Ensure the efficient flow of new build and repair tooling drawings.  
Interact with customers concerning design reviews, issues, and revisions.  
Review tooling methods and needs with sales department to assist in the quoting process.  
Ensure the latest revision level of customer and internal tooling drawings are updated and archived on the master list before the die ships or leaves the Tool Room.

### **Skills:**

Proficiency in appropriate 3D design software such as Solidworks.  
Proficiency in appropriate 2D design software such as AutoCAD  
Ability to communicate effectively with all levels of the organization as a team member.  
Ability to read and comprehend part prints including the geometric tolerance applications.  
Ability and willingness to mentor others to enhance their skills.  
Ability to analyze tooling or design problems associated with the fabrication process.  
Ability to shift priorities from job to job to satisfy external and internal customer requirements.

### **Attributes:**

Support of the Safety Policy in day to day activities.  
Reliability concerning attendance and punctuality.  
Knowledge of appropriate ISO policies and procedures

### **Experience and Education:**

High school diploma ( or GED or high school equivalence certificate )  
College Degree in Mechanical Design.  
Equivalent experience (3 - 5 years minimum) and knowledge if no degree exists.

### **Other Responsibilities**

In addition to listed duties, Management reserves the discretion to add or modify the duties and responsibilities of this position at will.