

CERTIFIED PRODUCTION TECHNICIAN



NEED A JOB?

Become a Certified Production Technician.

Tuition-FREE, 15-16 Week Training

- **Nationally Recognized:**
 - Certified by the **Manufacturing Skill Standards Council (MSSC)**
 - Endorsed by the **National Association of Manufacturers**
 - Earn a Production Technician Certificate, OSHA 30 Card and 12 hours of college credit.
- **Tuition-Free**
- **Sessions start every Spring and Fall.**
- **Hands-on training experience in MAC's Advanced Manufacturing Lab.**
- **3-week internship opportunity, job placement assistance.**
- **Program Support Specialists available to assist participants.**



The Mineral Area Training Consortium supports this training program.



WATCH THE VIDEO!
youtu.be/xvCQBGZBbZ8



Getting Started is Easy.

1. Contact MAC

Tina Miller
MoSTEMWINS Program Support Specialist/Navigator
(573) 518-3840
tmiller@MineralArea.edu

Stacey Wideman
MoSTEMWINS Program Support Specialist
swideman@mineralarea.edu or
(573) 518-2145

2. Apply

Complete a MoSTEMWINS Application online at www.MineralArea.edu/MoWINS.

3. Assessment

Complete the National Career Readiness Certificate. Contact a Missouri Career Center for information on scheduling this assessment. Applicants who already have an NCRC do not have to retake the assessments if they scored a level 4 or higher in each area.

Park Hills MO Career Center
403 A Parkway Drive
Park Hills, MO 63601
(573) 518-2431

Training Includes

- Safety
- Quality Practices and Measurement
- Manufacturing Processes and Production
- Maintenance Awareness

Learn More

Mineral Area College
(573) 518-3840 or (573) 518-2145
5270 Flat River Road, P.O. Box 1000
Park Hills, MO 63601

(573) 518-3840 or (573) 518-2145 ■ www.MineralArea.edu/MOWINS



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CRITICAL PRODUCTION FUNCTIONS COVERED BY MSSC ASSESSMENTS

The Manufacturing Skill Standards Council (MSSC) credentialing system leading to a CPT covers the four critical production functions, as defined by MSSC's industry-led, nationally validated skills standards, common to all sectors of manufacturing: Safety, Quality & Continuous Improvement, Manufacturing Processes & Production, and Maintenance Awareness. Each area is addressed with a separate assessment. MSSC assessments are organized around those four modules. An individual can earn a "Certificate" if they pass one or more assessments. However, they must pass all four assessments to earn the full "CPT" certification.

The four critical functions and their related key activities are described below:

SAFETY

1. Work in a Safe and Productive Manufacturing Workplace
2. Perform safety and environmental inspections
3. Perform emergency drills and participate in emergency teams
4. Identify unsafe conditions and take corrective action
5. Provide safety orientation for all employees
6. Train personnel to use equipment safely
7. Suggest processes and procedures that support safety of work environment
8. Fulfill safety and health requirements for maintenance, installation, and repair
9. Monitor safe equipment and operator performance
10. Utilize effective, safety-enhancing workplace practices

QUALITY PRACTICES & MEASUREMENT

1. Participate in periodic internal quality audit activities
2. Check calibration of gages and other data collection equipment
3. Suggest continuous improvements
4. Inspect materials and product/process at all stages to ensure they meet specifications
5. Document the results of quality tests
6. Communicate quality problems.
7. Take corrective actions to restore or maintain quality
8. Record process outcomes and trends
9. Identify fundamentals of blueprint reading
10. Use common measurement systems and precision measurement tools

MANUFACTURING PROCESSES & PRODUCTION

1. Identify customer needs
2. Determine resources available for the production process
3. Set up equipment for the production process
4. Set team production goals
5. Make job assignments
6. Coordinate work flow with team members and other work groups
7. Communicate production and material requirements and product specifications
8. Perform and monitor the process to make the product
9. Document product and process compliance with customer requirements
10. Prepare final product for shipping or distribution

MAINTENANCE AWARENESS

1. Perform preventive maintenance and routine repair
2. Monitor indicators to ensure correct operations
3. Perform all housekeeping to maintain production schedule
4. Recognize potential maintenance issues with basic production systems, including knowledge of when to inform maintenance personnel about problems with:
 - Electrical systems
 - Pneumatic systems
 - Hydraulic systems
 - Machine automation systems
 - Lubrication processes
 - Bearings and couplings
 - Belts and chain drives



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