



JOB DESCRIPTION

Job Title: Structural Designer

Facility: Brooklyn Park

Department: Premedia

Reports to: Premedia Manager

SUMMARY

Creative design and execution of structural packaging projects and print matter utilizing CAD software for both internal and external clients. The creation of design concepts, samples, and electronic die files for the production workflow.

ESSENTIAL DUTIES AND RESPONSIBILITIES include but are not limited to the following. Other duties may be assigned as needed.

- Responsible for the creation and maintenance of processes and procedures as relate to the CAD design department.
- Responsible for the delivery of quality product including design concepts, samples, and electronic files for die-making.
- Responsible for maintaining a scheduled workflow ensuring timely delivery of samples and other production materials.
- Provide technical and artistic support and advice to Sales, Production, and customers.
- Controls the equipment maintenance and service needs of the department.
- Attends client and sales meetings as required.
- Controls the purchasing and inventory of consumables and supplies.
- Interacts with Sales, Creative personnel, and the Finishing Department to create effective materials that utilize our equipment to an advantage.
- Interacts with Premedia to provide electronic files for file construction and die-making processes and coating blankets to accompany plates to the pressroom.
- Understand your role in the companies' Quality Management System regarding ISO.

QUALIFICATIONS

- 2 or 4 year degree in structural design or relevant graphic design.
- Must have a minimum of three years' experience as a Structural Designer.

PHYSICAL REQUIREMENTS

- Constant sitting and working on a computer.
- Frequent walking, standing, and operating mechanical equipment.
- Occasional lifting 50+lbs, pulling, pushing, bending, reaching, kneeling, stooping, climbing stairs.

Occasional: Occupation requires this activity up to 33% of the time (0 - 2.5 hrs./day of 8-hour day)

Frequent: Occupation requires this activity from 33%-66% of the time (2.5 - 5.5+ hrs./day of hour 8-hour day)

Constant: Occupation requires this activity more than 66% of the time (5.5+ hrs./day of 8-hour day)