



JOB DESCRIPTION

Job Title: Press Operator - SheetFed

Department: Press

Reports to: Director of Operations

SUMMARY

Responsible for overall performance of press, to include, production, efficiency, quality, material usage, safety, maintenance and gives direction to press crew.

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

- Ability to correctly make ready press from information on job ticket.
- Correctly match press sheets to color proof.
- Relate specific job duties to crew members.
- Communicate to Director of Operations, concerns relating to specific jobs, press performance and crew performance.
- Maintain press run speed standards and material usage waste standards.
- Work with clients in a positive and professional manner.
- Responsible for passing off all pertinent information to relief crew.
- Teach, coach and cross train press crew.
- Read and understand E-tickets.
- Follow process control and quality control procedures.
- Practice safe work habits. Understand and follow company and industry safety rules. Wear appropriate safety equipment. Report any unsafe equipment or conditions to your supervisor.
- Follows instructions carefully and accurately.
- Suggests improvements in work practices.
- Understand your role in the companies' Quality Management System regarding ISO.

QUALIFICATIONS

- High school diploma or equivalent.
- Press running operations skills.
- Understand pressroom operating procedures.
- Basic printing knowledge.
- Problem solving and trouble shooting skills.

PHYSICAL REQUIREMENTS

- Constant standing, reaching, pushing, pulling, lifting (50lbs max), and repetitive motions.
- Frequent walking, stooping, crouching, fingering, and grasping.
- Occasional sitting, balancing, and kneeling.

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 day)

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