

## **Press Technician – Display Graphics**

### **JOB DESCRIPTION**

**Purpose:** Operate press equipment for efficient digital and screen press workflows to meet production schedule and customer requirements.

**Reports to:** Team Lead, Display Graphics

**Status:** Non-exempt

#### **Essential Responsibilities:**

1. Operate digital and screen press equipment to produce printed materials. Ensure required resources are available in order to complete job (media, files, job ticket, etc.). Submit, release, and reprint jobs to the digital press. Print press proofs for sign-off and run job according to job ticket specifications. Evaluate output and make adjustments to obtain a desired level of image quality.
2. Adhere to all pertinent quality standards and operating procedures.
3. Respond appropriately to fault, error, and alert messages on the equipment. Troubleshoot problems that occur during job submission or the printing process. Ensure proper substrate handling, conditioning and loading.
4. Calibrate the system to maintain optimal color output. Monitor and report environmental changes that may impact equipment performance (humidity and temperature)
5. Perform minor machine maintenance to assure the proper functioning of press equipment. Minor maintenance functions include cleaning, replenishing consumables, and replacing parts as needed.
6. Adhere to all safety requirements and make necessary recommendations to ensure a safe work environment.
7. Maintain clean work area and orderly inventory of stock and materials.
8. Any other duties as assigned for facility operations.

#### **Knowledge, Skills and Abilities:**

- Basic math aptitude; individual must know basic math skills and be able to read a ruler
- Basic understanding of lean principles and ability to work in a continuous improvement environment
- Basic computer navigation skills
- Ability to proactively manage several projects simultaneously
- Demonstrates independent judgment and initiative; high level of accuracy and attention to detail
- Ability to operate power material handling equipment (i.e., forklift, tow motor, etc.)

#### **Education and/or Experience:**

High School diploma or equivalent is required. Prior experience working in a manufacturing setting is preferred but not required.

**Performance Standards:** Employee will be reviewed regularly on his/her ability to achieve the outcomes stated above. The employee must work safely at all times and maintain the confidentiality of all department, company, and customer information.

**Equipment/Materials Used:** Press and finishing equipment, material handling equipment, safety knives, power and hand tools, computer, calculator, variety of material substrates, inks, and solvents

**Conditions of Employment:** Continuous standing and walking. Ability to routinely lift up to 70 pounds. General vision and hearing. Occasional overtime may be required to meet the needs of the business.

Employment is on an at-will basis and may be terminated at any time, and for legal reason, with or without cause, either by the employee or the company.

I understand and I am able to perform the above mentioned job requirements.

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Signature

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Date