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| **JOB TITLE** | Printing Press Operator |
| REPORTS TO |  |
| DEPT/LOCATION |  |
| FLSA | Non-Exempt/Hourly |

**GENERAL DESCRIPTION**

The primary function of this position is to set up, maintain and operate machinery to produce work of high quality on a sheet-fed press. This position is a leadership role and will assist in directing the work activities of the press team members to ensure productivity, quality and safety goals are met.

**ESSENTIAL DUTIES AND RESPONSIBILITIES**

* Receive production orders and job assignments from supervisor.
* Verify materials supplied for production are correct to produce job.
* Set up press by hanging plates, filling ink fountains, setting up feeder and delivery, setting correct back cylinder pressures and sheet size.
* Print proof sheets, check print registration and color matches against supplied reference, and secure an approval prior to the production run.
* Complete job maintaining optimum production rate while maintaining all quality standards according to customer specifications or company guidelines including, but not limited to, color consistency , print registration, press registration as well as monitoring the sheets for print defects.
* Maintain continuous inspection of job specifications and collecting production run samples as required.
* Follow all safety and operational procedures.
* Complete production records.
* Ensure proper cleanliness of press, work station, and immediate press area.
* Assist in press repairs.
* Complete weekly machine maintenance.
* Other duties as assigned.

**EXPERIENCE AND QUALIFICATIONS**

* Minimum of 2 years as an operator running 4-color process
* Ability to pass color test and troubleshoot color issues.
* Ability to lift up to 50 lbs.
* Ability to monitor and coordinate with Press Assistant.
* Ability to read and understand work orders.
* Ability to read a ruler.
* Ability to work within department standards with a strong attention to details.
* Work well in a team environment
* Work overtime as need.