

Web Press Bundler

Job Purpose: Removes printed product from web presses and processes it through the bundler, insuring quality of the product.

Essential Functions:

- Reviews "job ticket" for title, form and quantities.
- Prepares "skid tickets" stating signatures per bundle and how many bundles per skid.
- When run begins, checks pagination of pages and insure that bundles are uniform & placed in a pre-set pattern on the skid.
- Informs Press Operator of quality standard problems.
- Reviews "skid ticket" to insure proper tagging when skid is loaded to quantity.
- Throughout run, helps keep track of specified amount of product and notifies Press Operator when run is complete.
- Notifies Material Control that skids are ready to be placed in storage at end of run

EXPERIENCE AND QUALIFICATIONS

- Ability to lift up to 50 pounds
- Able to stand for long periods of time
- Ability to take instruction from Press Lead
- Ability to read job bags and use a ruler
- Work overtime as need
- Strong attention to detail
- Must be able to work 12 hour shifts (7am-7pm or 7pm-7am) including weekends and holidays