

Press Reel Tender

Job Purpose: To produce quality printed material and printed signatures for books

Essential Functions:

- Checks roll information on roll tag against the job order to insure proper stock.
- Inspects paper roll for damage and makes necessary adjustments for correction purposes.
- Strips waste from rolls of paper using a sharp instrument.
- Loads paper rolls into the press reel stand by hand/roll lift.
- Monitors and maintains ink fountain to insure proper quantities of ink to run jobs.
- Maintains written reports on all paper consumed for inventory purposes.
- Bends all image plates for all jobs.
- Inspect signatures.
- Assists Pressman with his functions.
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- Troubleshoots rolls and splicer.
- Operates ink-pumping system.
- Maintains etch system and ink level in fountains.
- Hangs plates precisely and mounts blankets properly.
- Makes up spare rollers and brushes.
- Cares for rollers and sets up web guides.
- Anticipates and prepares for next job.
- Learns Press Operator functions.

EXPERIENCE AND QUALIFICATIONS

- Ability to lift up to 50 pounds
- Able to stand for long periods of time
- Knowledge of roll stands a plus
- 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