

JOB POSTING

Job Title:	2-Color Press Operator	Requisition:	2018-12
Company:	Derby City Lithographing	Location:	Louisville
Classifications:	Regular Full-Time	Grade:	406
Overtime Code:	Non-Exempt	Hours:	7:30-4:00

SUMMARY OF RESPONSIBILITIES:

Reports to and receives technical guidance from the Pressroom Manager. Maintains efficient operation of presses to produce quality printed material.

ESSENTIAL FUNCTIONS:

1. Receives general schedule for daily production then prioritizes jobs based on efficient work flow and deadlines. Communicates with Pressroom Manager regarding status of daily schedule.
2. Checks job ticket for complete information prior to starting job and directs any questions to the Pressroom Manager.
3. Ensures correct paper stock and ink is available.
4. Mixes inks to match colors requested by customer in conjunction with Pantone matching system.
5. Prepares presses for the specific job specifications. Ensures press is clean and fully operational prior to running.
6. Runs print job. Checks for quality and consistency throughout the run.
7. Cleans and provides maintenance for press daily. Logs all maintenance in log book.
8. Backup on Heidelberg 6 color when needed.
9. Reports technical problems or concerns regarding equipment or specific print jobs to Pressroom Manager.
10. Maintains clean work area for efficiency and safety purposes.
11. Follows appropriate safety procedures when disposing of chemicals and other materials.
12. Maintains accurate data collection.

13. Assure ink in inventory is at minimal usage when low add to ink inventory list in office.
14. Communicates with outside vendor pertaining to press issues, as directed by Pressroom Manager.
15. Maintains non-inventory items (gloves, hand soap, etc.) by adding to General Maintenance and Delivery Specialist's list in shop.
16. Participates in quarterly inventory as needed.

PHYSICAL REQUIREMENTS:

Capable of fine finger movements for adjusting equipment.

Ability to stand for long periods of time.

Ability to reach over machine for operation and maintenance.

Ability to distinguish fine differences in color.

Able to lift and move paper loads of up to 40 lbs.

Ability to utilize desktop computer and keyboard for data entry and retrieval purposes.

MINIMUM REQUIREMENTS:

High school diploma or GED.

4-6 years experience in the operation of presses.

Good mechanical skills.

Basic knowledge of paper stock.

Ability to use ruler for fine measurements.

General math skills.

Experience with densitometer preferred

This job description is not all inclusive. Other duties and responsibilities may be added as necessary by the Pressroom Manager.