

PACIFIC PRESS® PUBLISHING ASSOCIATION
JOB DESCRIPTION

POSITION TITLE: Press Crew Member

REPORTS TO: Web Press Forman, Head Press Operator

SUMMARY: Assist in the operation of either web press, including roll stand, bundler stacker, folder, trimmer, and loading/unloading paper for the press.

ESSENTIAL FUNCTIONS OF THE JOB:

- I. Serve in one or more capacities as a press crew member.
- II. Help with folder set-up, operation of a roll stand, and bundling.
- III. Ensure that plates are ready and in their proper order for the scheduled job.
- IV. Help plate up the units assigned by the shift press operator.
- V. Replace empty ink totes with the appropriate color.
- VI. Be responsible for the following:
 1. Fountain solution chemicals are full
 2. Check the level of silicone if it is being used.
 3. Adequate supply of skids
 4. Assist in bending plates.
 5. Adequate glue supply.
- VII. Help with blanket wash.
- VIII. Help with web breaks.
- IX. Blow out folders, clean angle bars, and rollers, and check the condition of perforations, slitters, tucker blades, brushes, and belts.
- X. Assist with press washup, checking ink levels, and helping with press changeovers.
- XI. Set up of trimmer, stacker, and roll stand.
- XII. Keep the workstation clean; clean the printing units to which Press Crew Members have been assigned.
- XIII. Perform maintenance as assigned.
- XIV. Observe safety regulations.
- XV. Maintain regular attendance at work and work overtime as required.
- XVI. Work a flexible schedule that may require nighttime and/or weekend hours as required.
- XVII. Be willing to work in all areas of production as needed.
- XVIII. Comply with Pacific Press employee handbook guidelines.
- XIX. This job description is not intended to be all-inclusive; the Press Crew Member will also perform other reasonable related business duties assigned by the Web Press Forman and Head Press Operator.

EXPERIENCE: Must demonstrate mechanical aptitude and exhibit the ability to work in a team environment and ability to get along with others.

EDUCATION: A High School diploma with the ability to read, write and communicate in English.

PHYSICAL REQUIREMENTS: Must have a mechanical aptitude with good color vision, good hearing, and the ability to work in a standing position for up to twelve hours daily and lift loads of 40lbs.