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.