

## JOB DESCRIPTION

### Trainee Printer

Responsible to: Operations Manager

**Overall Description:** To undergo training in the process of printing best quality customer designs onto cotton products utilising a variety of print methods. To ensure maximum throughput in line with daily schedule.

### **Main responsibilities:**

#### **Digital Printing;**

- Set up & operate digital printers for very best reproduction
- Prioritise workload to ensure optimum efficiency across process
- Inspect goods in production for print and manufacturing faults
- Bulk pack, with speed and accuracy and individual packing to high specification
- Keep accurate counts of goods
- Maintain printing machines and dryers in good clean working order

#### **Screen Printing;**

- Set up & operate screen printing presses for very best reproduction
- Monitor and adjust when necessary, checking colour levels to ensure that printing is high quality and consistent with standard
- Organise work load, and work within the team
- Rectify print where possible and keep accurate counts of goods
- Maintain printing machines and dryers in good clean working order
- Clean off screens, squeegees and spatulas at end of jobs

### **General Responsibilities:**

- Record production and reject data on production systems
- Develop printing techniques to suit new designs and products
- Devise efficient and cost saving methods
- Maintain a safe working environment
- Ensure optimum and steady throughput of work
- To maintain a cheerful disposition and carry out duties in a purposeful manner
- To assist in any reasonable activity relative to the everyday running of the company

### **Essential Requirements:**

- Keen eye for detail, colour and design
- Practical and dexterous
- Clear thinker, good problem solver
- Numerate with basic level of IT competence
- Flexible and adaptable