

Job Overview:

Job title:	Digital Print Operator
Hours of work:	40 hours per week Monday to Friday 8:30am – 5:30pm (1hr unpaid lunch break per day) Overtime may be required
Salary:	Competitive. Negotiable, dependent on experience.
Location:	St Austell Printing Company St Austell Business Park, St Austell, PL25 4FD

**Company Introduction**

The company started as Kwik Print in 1981, a small, local high street photocopy shop in St Austell town centre. From these humble beginnings and over a period of 35 years, the company has gradually evolved in to an outstanding family run commercial printing company.

We moved in to our state of the art, sustainable building in 2013 and we have since seen the company move from strength to strength. We offer a full range of services in house across digital and litho printing, artwork & design, finishing & bindery and mailing & fulfilment.

We see ourselves as a progressive, pro-active company and we value the benefits of consistent re-investment. Over the last few years we have continued to invest in new machinery, increased staff and improved systems and processes.

The business has been successful in developing long term relationships as a result of a reliable and exceptional service with cutting edge facilities, first class print knowledge and a committed and trustworthy team.

Digital Department

The digital department is set within our Print Shop, where the team are the first point of contact for all of our customers.

We have a range of digital printing presses and wide format printers, combined with a comprehensive finishing and bindery department. We offer a wide variety

of print services and products – from simple photocopying to professional printing of banners, booklets, plans, posters, flyers, business cards and exhibition solutions.

Digital Print Operator

We are seeking to appoint a Digital Print Operator to join our busy Digital Print department.

Job Role:

- To operate a range of digital print machines (Xerox) and large format (Epson and Oce)
- To provide customer facing service within the Print Shop
- To manage and print digital jobs from initial estimate to delivery
- To have good knowledge of design programmes and Adobe Suite.
- To follow pre flight artwork processes to prepare each print job
- To undertake digital finishing and bindery where required
- To implement general digital machine calibration and checks
- To implement general stock control procedures
- To implement quality control procedures
- To carry out any other roles required from time to time by the company to ensure an efficient and effective digital print department

Essential & Desirable Skills & Experience

- The ideal candidate will have comprehensive knowledge and experience of digital printing, printing processes and reprographics duties.
- Experience and knowledge of IT and print & design related software such as Adobe Suite is essential.
- This is a customer facing role in a busy print shop, therefore a personable nature and excellent customer service skills are essential.

- Experience and knowledge of providing printing price estimates to customers is desirable.
- Must be hard working and conscientious, punctual and reliable.
- Be able to effectively manage own workload and multi-task.
- To work to high standards with attention to detail.
- Enjoy and work effectively within a team.
- Possess initiative and flexible approach with a positive attitude.
- Confident, presentable and professional manner.

Here at St Austell Printing Company we pride ourselves in being an equal opportunities employer. We do not discriminate on the grounds of gender, sexual orientation, marital or civil partner status, pregnancy or maternity, gender reassignment, race, colour, nationality, ethnic or national origin, religion or belief, disability or age.

Final date for applications: By 9am, 11th February 2019

Please submit a CV and cover letter to Beth Mayman by email or post to;

Beth Mayman, Operations Manager

beth.mayman@sapc.co.uk

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