



Position: Rotary Press and Die Cutter Operator

Status: Non-Exempt

Reporting: Production Supervisor

Salary Range:

Description: To oversee and maintain the proper operation of the flexographic printing presses. Product knowledge and technical knowledge is important.

Key Functions:

- Responsible for the set up and operation of print plates, scores, slots, die cuts, bundling and palletization of product
- Check for proper registration of ink (plates) and dimensions
- Insures product is properly bundled and palletized as per the work order
- Must display a good understanding of subsequent steps in the manufacturing of the product.
- Responsible for all quality facets off the printing press. Watch for quality slots and proper creasing. Check for board quality and be able to distinguish proper box folding qualities. Need to be able to understand numerically how the box is constructed.
- Must be able to understand work orders.
- Must have proper knowledge of the Flexographic Ink Systems and be able to maintain print quality.
- Understand and operate control panels on each press
- Operation and maintenance of die cutting machinery to cut, crease, and score a variety of materials including paper, corrugated paper and chipboard, including the installation of cutting and stripping dies and the use of make ready to insure optimum performance of cutting dies
- Perform quality checks on dimensions, print registration, material test and flute or caliper

Other functions:

- Maintain a safe and clean work area.
- Occasional die repair is necessary.
- Verify that team is working together cohesively (every team member must have knowledge of their responsibilities on the press)
- Other duties as assigned by the Production Supervisor including working in other areas and/or provide training for other employees.
- Keep inventory of all print plates, ink used at press

- For New orders interacts with design and diemakers about die layout, verifies all paperwork for new orders is complete, check for correctness of new dies
- Advise Maintenance or Production Supervisor of machine breakdowns and necessary tools or repairs.

Knowledge and Skills:

- Detailed oriented in terms of quality
- Must possess managing skills
- Ability to work with people and in an diverse environment
- Must possess good mechanical aptitude, machine knowledge or function
- At least 1-2 years of press assistant training or 1-2 years on the job training
- Basic Math and Communication skills
- Prior experience working with Flexographic Ink Systems