

## JOB PROFILE

**DATE:** September 3, 2019  
**POSITION:** Digital Press Operator, Team Lead  
**STATUS:** REGULAR, FULL-TIME, Day Shift Monday to Friday  
**LOCATION:** Richmond, B.C

Hemlock Harling Distribution provides data-driven marketing, postal and third-party distribution services to a diverse range of clients throughout North America. We are an equal partnership of Hemlock Printers, a recognized North American print industry leader based in Burnaby, BC, and Harling Direct, a prominent postal services and fulfillment provider with facilities in Montreal and Toronto.

We proudly operate from a dedicated 40,000 square foot state of the art facility in Richmond, BC. Our experienced team maintains a dedication to high quality, reliability and continuous innovation.

We have an exciting opportunity for someone with a strong work ethic and a positive team mentality. The successful candidate will be well organized, focused on detail and able to work within a fast-paced environment under tight deadlines. This is a permanent, full time position offering a competitive wage and excellent benefits.

The successful candidate must have a minimum two years of relevant print industry and supervisory experience and/or related post-secondary education.

### Core Requirements:

- Experience operating high speed digital press equipment, preferably Konica Minolta
- Supervisory skills with the ability to lead a team while possessing a positive attitude
- Train staff on digital print workflow, file and format requirements
- Passion for print, with high accountability for consistently producing quality work
- Computer experience – comfortable working in multiple software and design programs
- Proven troubleshooting experience with basic mechanical inclination
- Able to fluently communicate both verbally and via email
- Attention to detail in all areas of work, specifically job specs, colour accuracy and file issues
- Ability to multitask and move efficiently between different responsibilities
- Prioritize, schedule and assign orders to ensure all delivery time frames are met
- Manage all press room inventory, including paper and press consumables
- Perform scheduled preventative maintenance tasks on equipment and work with our service vendors to report and resolve issues
- Continue to lead and promote best practice across all areas of the organization

### How to Apply:

If you are interested in exploring this career opportunity, please send you resume and cover letter to [employment@hemlockharling.com](mailto:employment@hemlockharling.com). Please quote Digital Press Operator, Team Lead in the email subject line.

We would like to thank all applicants for their interest, however only those applicants considered for an interview will be contacted.