



## JOB PROFILE

**Date:** September 20, 2021  
**Position:** QM46 Press Operator  
**Status:** Regular, Full Time  
**Shift:** Monday - Thursday  
**Hours:** Days 9 Hours/Day (6:00am - 3:30pm)  
Afternoons 8.25 Hours/Day (3:30pm - 12am)  
**Location:** Burnaby

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Hemlock Printers Ltd. is an internationally recognized leader in print communications with our manufacturing plant in Burnaby, British Columbia and sales associates in Burnaby, Seattle and San Francisco. For more information, please visit [www.hemlock.com](http://www.hemlock.com).

We have an opening for a **QM46 PRESS OPERATOR** to join our Digital Production department. An exciting opportunity for someone with a great can-do attitude looking to start a career in the world of printing. The successful candidate should be well organized, focused on detail and able to work within a fast-paced environment under tight deadlines. The QM46 Press Operator is responsible for the operations of a QM46 printing press. The incumbent of this position will be required to work in a fast-paced environment with a high attention to detail. The incumbent will set up and operate the QM46 ensuring completion of print jobs in accordance with quality standards and production goals. Equally important, the role provides responsive and professional service to Hemlock's customers, sales team members and other internal staff involved in the project.

### Core Responsibilities:

- Obtain inks and fill ink fountains.
- Adjust ink fountain flow rates.
- Load presses with paper and make necessary adjustments to feed and tension controls, according to paper size.
- Secure printing plates to printing units and adjust tolerances.
- Change press plates, blankets, or cylinders, as required.
- Start presses and pull proofs to check for ink coverage and density, alignment, and registration.
- Collect and inspect random samples during print runs to identify any necessary adjustments.
- Verify that paper and ink meet the specifications for a given job.
- Monitor press operation systems and respond to fault, error, or alert messages.
- Examine job orders to determine quantities to be printed, stock specifications, colors, or special printing instructions.
- Input production job settings into workstation terminals that control automated printing systems.
- Follow workflow scheduling and job tracking, using computer database software.
- Maintain time and production records.
- Monitor inventory levels on a regular basis, requesting additional supplies as necessary.
- Participate and support in continuous improvement and the development of best practices, both within the digital department, and across other departments.
- Clean ink fountains, plates, or printing unit cylinders when press runs are completed.
- Clean or oil presses or make minor repairs, using hand tools.



- Monitor and replace plate processing chemicals and film.
- Provide support in other areas of production when and where needed throughout each day.

**Additional Duties:** The above responsibilities do not imply that these are the only duties to be completed. Any other job-related duties and instructions requested by your Supervisor or Manager are expected to be performed.

**Skills & Qualifications:**

- Minimum three years of relevant industry experience and/or related post-secondary education.
- Experience finishing, binding, and cutting considered an asset.
- Keen eye for detail to ensure high quality standards are met.
- Excellent written and verbal communication skills.
- Ability to manage simple and complex projects under tight deadlines.
- Ability to work cooperatively as a team member.
- Can interact and remain focus while dealing with multiple objectives.
- Math skills with addition, subtraction, multiplication.
- Must work well under pressure, meeting multiple deadlines.
- Self-motivation and the ability to work independently.
- Physical ability to lift up to 40 pounds.
- Strong customer service skills.

**Benefits:**

- Extended Health and Dental (incl. of Vision & Prescriptions), Life, AD&D, Short-term Disability and Long-term Disability Insurance package
- Vacation and Care/Sick pay
- Group RRSP
- Profit Sharing
- Employee & Family Assistance Program
- Transit/Compass Card program
- Free Electric charging stations & onsite parking

Hemlock Printers is committed to building a diverse and inclusive workplace. We strive to ensure our internal policies and practices recognize the value of diversity, inspire employee participation and are free of barriers for advancement. Our goal is to provide equal possibility for everyone and for every employee to feel safe, valued, empowered, and respected for their contributions to our shared purpose. All those who would contribute to the further diversification of our community are encouraged to apply.

If you are interested in this opportunity, please forward your resume to [hrd@hemlock.com](mailto:hrd@hemlock.com) and quote **QM46 PRESS OPERATOR** in the email subject line. Links will not be accepted.

Open Until Filled.

We would like to thank all applicants for their interest, however only short-listed candidates will be contacted.