

## Job Profile

<b>Date:</b>	November 22, 2024
<b>Position:</b>	CTP Plating Operator
<b>Status:</b>	Permanent, Fulltime
<b>Shift:</b>	Afternoon - Monday to Thursday
<b>Hours:</b>	8.25 Hour/Day (3:30 pm - 12:15 am)
<b>Location:</b>	Burnaby, BC
<b>NOC:</b>	94151
<b>Pay Scale:</b>	\$22.64 - \$27.43

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Hemlock Printers Ltd. is an internationally recognized leader in print communications with manufacturing facilities and offices in Burnaby, BC and Los Angeles, CA, plus sales associates in Seattle, WA and San Francisco, CA. For more information, please visit [hemlock.com](http://hemlock.com).

We have a job opening for a **CTP Plating Operator** in our Prepress Department on Afternoon Shift. Hemlock's CTP Plating Operator is responsible for imaging printing plates needed for multiple offset presses and maintains the computer-to-plate (CTP) imaging devices, processors, plate benders and plate punches.

To be a successful applicant for this position, the candidate must be self-motivated, demonstrate a solid knowledge of an electronic Prepress workflow and/or has experience working in a CTP environment. They are detail oriented and fosters quality conscious work habits.

The position is a permanent Full Time, working **Monday to Thursday**,

- Afternoon shift (3:30 pm to 12:15 am) 8.25-hour shift, ½ hr paid lunch, 10% shift premium

### POSITION RESPONSIBILITIES

- Inspect PDF pages with Virtual Proofing Software (VPS), verify with job docket information and report errors to a department supervisor
- Set up, configure and output plates as required by press schedule, utilizing our Magnus 800 and/or Trendsetter CTP devices and bend or punch plates
- Ensure accuracy of plate output data, measure process control targets and record on data sheets
- Sort and prepare plates for the pressroom and gather associated contract proofs according to departmental procedures
- Perform regular maintenance on processors, benders, and punches, as directed by Prepress Supervisor
- Complete and maintain all required paperwork, records, documents, etc.
- Monitor department supplies and job submissions for plating and inform supervisor if delays in either could impact the press schedule
- Assist with proof finishing
- Assist in press sheet filing



- Brings forth suggestions or ideas for improvement and achieves quality program goals

**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 manager are expected to be performed.

### **SKILLS & QUALIFICATIONS**

- Ability to maintain a high level of confidentiality
- Excellent written and verbal communication skills
- Ability to multi-task and move efficiently between different responsibilities
- Excellent attention to detail and accuracy with demonstrated problem-solving skills
- Strong analytical and problem-solving skills
- Experience in the printing industry or as a prepress operator is an asset.

### **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 **CTP Plating Operator** in the email subject line.

Open Until Filled.

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