Printer II

Job Code 00007118

General Description
Responsible for producing quality printing in an efficient and timely manner.

Examples of Duties
Maintain and repair equipment as needed.
Produce printed material using small 2 color offset press.
Evaluate work orders for small press area according to type, importance, deadline and quality.
Prioritize work for the student workers that operate the small offset presses and assist them in the operation of the equipment when needed.
Operate or assist in the operation of other equipment such as the large 2 color press and various bindery equipment, and pre-press duties.
Analyze problems with equipment and make repairs, or recommend action as needed.
Perform other duties as assigned.

Knowledge, Skills, and Abilities
Knowledge of: Different machines, of chemicals; bindery equipment and procedures.

Skill in: Interacting courteously with co-workers.

Ability to: Read written manuals; perform basic math; operate printing presses; understand offset process; operate camera and develop film; mask and strip film to make printing plates; perform pre press duties; troubleshoot electrical problems.

Experience and Education
To qualify for this classification, an individual must possess any combination of experience and education that would likely produce the required knowledge, skills, and abilities.

Other Requirements