

Since 1928



HOWARD INDUSTRIES

Architectural Signage Systems

Job Description – Large Format Printer Operator

Education/Experience

Minimum:

- A high school degree or GED equivalent is required
- Some experience in sign printing operations and/or related fields

Preferred:

- Secondary education and/or training in graphic design
- Three (3) years of experience in sign printing operations and/or related fields
- Experience with CorelDRAW software

Major Responsibilities

- Operate multiple types of printing equipment
- Perform layout/job set up to assure cost effective utilization of equipment
- Color management and matching custom colors with Pantone, CMYK and RGB
- Assists with the fabrication of ADA compliant signs and processes
- Knowledge of all equipment used in the production of Interior signage
- Maintain proficiency in software programs (CorelDRAW, Photoshop, etc.)
- Troubleshoot problems that occur during job submission and/or printing process
- Ensure all tasks are completed efficiently and safely, meeting scheduled due dates
- Thoroughly inspect completed project(s) to guarantee superior quality

Universal Tasks and Responsibilities

- Exhibits and promotes behavior indicative of effective team functioning
- Performs any other tasks or assumes any additional responsibility to facilitate the manufacturing process or better the company as a whole
- Maintains safe, clean and organized work station
- Ability to accurately read through designs and pay attention to details
- Must follow all company safety policies and procedures
- Assist with all production tasks, as needed

Competencies/Skills

- Strong attention to detail to maintain highest standards of quality production
- Comfortable with change in a variety of situations
- Ability to complete multiple projects at once in a fast-paced environment
- A positive attitude and willingness to do whatever it takes to complete the project
- Able to professionally work with verbal contracts
- Allocates resources efficiently and in an organized manner
- Accomplishes tasks thoroughly with regard for all details
- Expresses ideas and listens to others effectively
- Can establish priorities and a course of action for meeting multiple needs of the organization
- Strong ability to work with your hands