



## Printing Press Operator

| Class Code | FLSA Status | EEO Category              | Represented Status | Salary Grade  | Effective Date | Resolution # | Pages  |
|------------|-------------|---------------------------|--------------------|---------------|----------------|--------------|--------|
| 637        | Non-Exempt  | 7 – Skilled Craft Workers | ATU                | 8 – Purch/Mat | December 1986  | NA           | 1 of 1 |

**DEFINITION:** Under the immediate supervision of the Print Shop Supervisor, performs all duties required to operate and maintain a two-color 29" Heidelberg offset press and related equipment.

**REPORTS TO:** The Print Shop Supervisor, or designee.

**ESSENTIAL FUNCTIONS** may include, but are not limited to the following:

- Operates the Heidelberg GTO, DAVIDSON 702P, SORMZ29" – two-color press and the 10x15 Heidelberg letter press.
- Performs minor repair and adjustment of offset printing.
- Performs periodic machine maintenance.
- Performs related work as required.

### **MINIMUM QUALIFICATIONS:**

**Knowledge Of:** The operation and basic maintenance requirements of offset press and related equipment; supplies used in the printing process, including various weights, types, and uses of paper; the principles and procedures of offset presswork including the use of oil and rubber base inks, varnishes, reducers and dryers; the mixing and matching of inks according to sample jobs and PMS swatch books; anti-offset spray powder equipment; maintenance of printing machinery.

**Ability To:** Process multiple color printing including four-color process printing; work effectively under time pressure and meet critical deadlines as assigned; and establish and maintain effective working relationships with those contacted in the course of work using principles of good customer service.

**Education:** Equivalent to the completion of the twelfth grade.

**Experience:** Five (5) years of progressively responsible experience in press operation and basic maintenance of offset printing equipment, including one (1) year in a lead or supervisory capacity.

**Physical Requirements:** Must be able to stand for extended periods of time, bend, crouch, access constricted spaces, lift up to 75 pounds, and climb short narrow stairways or short ladders.

**License Requirement:** Must possess or obtain and maintain a valid California Class C Driver License, and meet the District's driving standards.

**NOTE:** This job description was written December 1986. The language has not yet been revised. For practical reasons, it has been transcribed in the MS Word electronic format. (9/26/03)

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This **Class Specification** is intended to present a descriptive list of the range of essential functions performed by an incumbent in this class, but is **not** intended to reflect all duties performed within the job.