



JOB TITLE – Digital Printer
REPORTS TO — Digital Print Supervisor
LOCATION – Loughborough - Anstey
DEPARTMENT – Production
SCOPE OF JOB – Responsible for running the Digital Print machines to the required performance targets and quality, whilst ensuring H&S procedures are adhered too.

**PURPOSE** — The Digital Printer will be responsible to the day to day running of the Digital print machines. This will include ensuring that all colour calibration and machine maintenance is carried out, along with the required quality checks. The role will also include fault finding on any breakdowns and where required escalate to the Supervisor.

#### RESPONSIBILITIES

##### H&S

- Ensure all H&S processes are adhered too.
- H&S improvement opportunities are identified and appropriately followed up.
- Always maintain a safe working environment.
- Report any damaged, broken, or unsafe equipment.
- Ensure all equipment is used and stored in a responsible and safe manner.
- Correct use of equipment ensuring SOPs and SSOW are always followed.

##### QUALITY

- Accountable for quality of product produced, ensuring this is in line with the company processes and procedures.
- Support the business to monitor, measure and improve quality opportunities.
- Accurate and competent data management and transfer, including knowledge of studio activities and design colouration and preparation.
- Work in conjunction with the technical department to achieve optimum trial results.
- Excellent colour vision and attention to detail.

##### PROCESS OPTIMISATION

- Day to day operation of Digital print machines.
- Work to product technical specifications and adjust operating conditions to meet required standards.
- Carry out quick changeovers between jobs.
- Carry out the cleaning and preparation of the digital print machines and ancillary equipment for all operational activities.
- To support the customer service levels. ensure the print plan running order is followed.
- Accurate and respectful communication across the team and at shift change over.

##### LEAN MANUFACTURING

- Ensure maintenance schedules are always followed.
- Support maintenance within the department, including identifying maintenance issues.
- Ensure all products meets required specifications and quality checks.
- Undertake training and development activities and respond positively to new and alternative systems.
- Proactively identify improvement opportunities within the department.

#### MEASURES OF SUCCESS

- Safe working environment and good housekeeping.
- Waste level reductions and improvements in quality.
- Efficiency running of the Digital machines.
- Creating a team working environment.

#### CONNECTING WITH OTHERS

- Digital Print & Finishing Supervisor, Senior Digital printers, Digital printers.
- Digital Finishing Operators
- Digital Studio
- Technical



<p>QUALIFICATIONS</p> <ul style="list-style-type: none"><li>• IOSH working safely</li><li>• BIT level 2</li><li>• HP Level 2 training</li></ul>	<p>EXPERIENCE &amp; SKILLS</p> <ul style="list-style-type: none"><li>• Numeracy and literacy skills.</li><li>• Working as part of a team.</li><li>• Motivated to work without supervision.</li><li>• Excellent problem solver.</li><li>• Flexible approach.</li><li>• Understanding of manufacturing process and a production environment.</li><li>• Strive to improve and embrace change.</li><li>• Digital Print background – preferred but not essential.</li><li>• Good attention to detail.</li><li>• Lean manufacturing understanding – preferred but not essential.</li></ul>
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<p>BEHAVIOURS</p> <p>PASSIONATE ACCOUNTABLE PROFESSIONAL INQUISITIVE POSITIVE</p>
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FOR LINE MANAGER ROLES ONLY

TOTAL EMPLOYEES –	DIRECT REPORTS –
COST RESPONSIBILITY –	REVENUE RESPONSIBILITY –
INFLUENCE –	

I agree within reason to undertake other duties over and above those listed in the job description.