



Job Profile

Date:	March 14, 2025
Position:	Digital Press Operator
Reports to:	Production Manager
Status:	Permanent, Full Time
Shift:	Swing: Monday - Friday Day/ Monday - Thursday Evening
Hours:	8 Hour Day / 9.25 Hour Evening
Location:	Burnaby
NOC:	94150
Pay Scale:	\$22.64 - \$29.03

Hemlock Display Solutions is a western Canadian leader in large format digital and screen-printing services. We are proud to service leading brands and enterprises across a wide range of business sectors. From our 35,000 square foot facility in Burnaby, BC, our UV, latex and screen-printing capabilities provide exceptional results for indoor, outdoor, retail point of purchase and architectural signage as well as adhesive graphics for walls, windows and floors. For more information, please visit www.hemlockdisplay.com

We have an opening for a Digital Press Operator on the Monday to Thursday afternoon shift. This position is responsible for the operation, maintenance and efficiency of our large format printers. They are responsible for managing the printing process from start to finish, ensuring that the final product meets the desired quality standards and expected delivery.

A Digital Press Operator is key member of our team, who is a self-starter and can work independently. They should have a keen eye for colour, be well organized, detail oriented, a strong communicator and enjoy a fast-paced high-volume production environment. They should also be able to meet the physical demands of their role.

The position is a permanent Full-Time shift.

- Afternoon shift (Mon to Thu 2:30 pm - 11:15 pm) 9.25 hour shift, 10% shift premium

CORE RESPONSIBILITIES:

- Responsible for setting up printers to start a production cycle (daily maintenance procedures)
- Prepare and review print files for accuracy and compatibility, ensuring color consistency and quality
- Perform routine maintenance and troubleshoot equipment issues to minimize downtime
- Monitor production schedules and meet deadlines without compromising quality
- Handle and manage substrates, including vinyl, fabric, paper, and rigid materials
- Inspect finished products for defects and ensure client specifications are met
- Collaborate with the design and production teams to optimize workflows and resolve technical challenges
- Create and maintain custom profiles to ensure accurate and consistent color reproduction across print runs
- Maintain a clean and organized work environment
- Record time spent and materials used in company ERP
- Perform monthly inventory cycle counts of ink supplies and consumables
- Participate in and support in continuous improvement and the development of best practices within and across departments.

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 Management Team are expected to be performed.



SKILLS & QUALIFICATIONS

- Experience working with digital printers such as Canon Arizona Flatbed printers, Canon Colorado printers, HP latex printers, and others
- Experience working with the CMYK colour space and Pantone colour matching system
- Experience using the Adobe CS and the pre-flight process for digital printing files
- Knowledge of substrates and various paper stocks is an asset
- Physically fit, able to lift over 50lbs.
- Strong organizational skills and attention to detail.
- Strong interpersonal and communication skills both written and verbal.
- Able to work independently and work cooperatively as a team member.
- Knowledge of shipping standards, writing waybills and customs paperwork.
- Good math skills and computer competence.
- Ability to manage simple and complex projects under tight deadlines.
- Ability to multi-task and move efficiently between different responsibilities.

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
- Employee & Family Assistance Program
- Transit/Compass Card program

If you are interested in this opportunity, please forward your resume to hrd@hemlock.com and quote **Digital Press 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.