



Job Title: Press Utility Technician  
EEOC Number and Classification: #70435; Operatives  
Reports to: Press Manager  
Status: Non-Exempt

**Job Summary:** Assists in routine aspects of press operation by performing manual and machine operator tasks in the set-up, maintenance and operation of Inland’s gravure presses. Maintains gravure utility area by performing routine wash-up responsibilities.

**Job Responsibilities:**

1. Prepares and assembles press bodies and applicators using hand tools and power tools.
2. Greases and oils unit bodies.
3. Assists the press operators in installing cylinders on the press by using hand tools and power tools.
4. Assists press operators in inspecting rolls, inserting shafts, stripping and mounting rolls.
5. Cleans cylinders, unit body carts and press parts.
6. Cleans electrical pumps, ink tubs, lids and down spouts.
7. Inspects all cylinders after clean up and boxes, bands and places cylinders in storage.
8. Places incoming cylinders into storage and boxes and bands cylinders that are being sent outside of Inland.
9. Assists the press operators with end of run clean up and any other procedures related to end of run.
10. Maintains press utility area by replacing press rags and solutions, cleans press area at end of shift, performs other 5S and maintenance tasks.
11. May perform any and all duties of the 2<sup>nd</sup> press operator, as needed.

**Competencies**

**Mechanical Abilities**  
**Good Math Skills**  
**Good Communication Skills**  
**Goal Oriented**  
**Detail Oriented**  
**Accurate**  
**Self-motivated**  
**Problem Solving**  
**Multi-task**  
**Leadership**  
**Flexibility**

**Prerequisites:** High school diploma or general education degree required; 1-3 years similar work experience in the printing industry and/or training or equivalent combination of education and experience preferred. Associate degree in Printing and Publishing preferred.

**Physical Requirements:** Must meet physical demands identified on work screen protocol (Pod D); Vision corrected to 20/40; Must pass Ishihara Color Assessment and receive a minimum of average/normal color vision score on the Farnsworth Munsell 100 Hues and D-15.