

# PRINT SHOP ASSISTANT

We are a small but busy print shop being part of the Worlds largest print franchise network. We offer unique opportunities in our friendly work environment and we are looking for happy and committed people with the right skills to be part of our team.

Currently we have a position for a Print Shop Assistant for which we are looking to appoint the right person. The position will offer a flexible part-time arrangement totaling about 15-18 hours per week spread over several days during the Monday to Friday week.

Preferably we will be considering applicants who demonstrate some skill in the requirements of the role. However, we will also consider applicants who have basic experience but can also demonstrate an ability to learn the role quickly as some training will be given.

The ideal candidates might possess some or all the following skills and capabilities:

- Able to work well in a fast paced print production environment and must be a team oriented individual.
- Handling print files and overseeing digital job workflow to Colour & B&W digital press/printers.
- Experience with basic aspects of print finishing, which might include, book binding, folding, collating, etc.
- Presents well and are good communicators. They should possess good customer service skills for telephone and counter service and sales.

If you feel that you meet the requirements and are interested in joining our great team then we would love to hear from you. Please forward your resume including references to [owner@mpop.com.au](mailto:owner@mpop.com.au) or call 0415968 318