

# JOB DESCRIPTIONS

Category	Position
Accounting	<a href="#"><u>Chief Financial Officer</u></a>
Accounting	<a href="#"><u>Accounting Assistant (A/P)</u></a>
Accounting	<a href="#"><u>Accounting Assistant (A/R)</u></a>
Accounting	<a href="#"><u>Assistant Controller</u></a>
Accounting	<a href="#"><u>Data Entry/Billing Clerk</u></a>
Accounting	<a href="#"><u>Senior Accountant</u></a>
Accounting	<a href="#"><u>Senior Accountant II</u></a>
Accounting	<a href="#"><u>Vice President Finance &amp; Administration</u></a>
Administration	<a href="#"><u>Director, Human Resources</u></a>
Administration	<a href="#"><u>Executive Assistant</u></a>
Administration	<a href="#"><u>General Manager</u></a>
Administration	<a href="#"><u>Manager of Human Resources</u></a>
Administration	<a href="#"><u>Office Support Team Leader</u></a>
Administration	<a href="#"><u>President</u></a>
Administration	<a href="#"><u>President/Chief Executive Officer</u></a>
Administration	<a href="#"><u>Receptionist</u></a>
Administration	<a href="#"><u>Receptionist/Administrative Assistant</u></a>
Administration	<a href="#"><u>Receptionist/Secretary</u></a>
Administration	<a href="#"><u>Safety Director</u></a>

Category	Position
Administration	<a href="#">System Administration Manager</a>
Administration	<a href="#">Vice President Finance &amp; Administration</a>
Bindery-Finishing	<a href="#">Bindery and Shipping Supervisor</a>
Bindery-Finishing	<a href="#">Bindery Operator</a>
Bindery-Finishing	<a href="#">Bindery Operator</a>
Bindery-Finishing	<a href="#">Bindery Set-Up Operator I</a>
Bindery-Finishing	<a href="#">Bindery Set-Up Operator II</a>
Bindery-Finishing	<a href="#">Bindery Set-up Operator III</a>
Bindery-Finishing	<a href="#">Bindery Set-up Operator IV</a>
Bindery-Finishing	<a href="#">Bindery Supervisor</a>
Bindery-Finishing	<a href="#">Bindery Supervisor II</a>
Bindery-Finishing	<a href="#">Bookbinder (Rapid Trimmer Operator)</a>
Bindery-Finishing	<a href="#">Cutter</a>
Bindery-Finishing	<a href="#">Cutter Operator</a>
Bindery-Finishing	<a href="#">Die Cutter/Foil Stamper Operator</a>
Bindery-Finishing	<a href="#">Diecutter</a>
Bindery-Finishing	<a href="#">Finisher</a>
Bindery-Finishing	<a href="#">Finishing Utility Person</a>
Bindery-Finishing	<a href="#">Folder Operator</a>

# JOB DESCRIPTIONS

Category	Position
Bindery-Finishing	<a href="#">Folding Utility</a>
Bindery-Finishing	<a href="#">Inspector/Operator - Folding Department</a>
Bindery-Finishing	<a href="#">Machine Operator I</a>
Bindery-Finishing	<a href="#">Machine Operator II</a>
Bindery-Finishing	<a href="#">Perfect Binder - Bindery Set-up Operator V</a>
Bindery-Finishing	<a href="#">Post Press Manager</a>
Bindery-Finishing	<a href="#">Saddle Stitch Operator</a>
Bindery-Finishing	<a href="#">Shift Supervisor</a>
Bindery-Finishing	<a href="#">Small Machine Operator</a>
Bindery-Finishing	<a href="#">Stitcher Operator I</a>
Bindery-Finishing	<a href="#">Stitcher Operator II</a>
Information Systems (non-production)	<a href="#">Computer Operator</a>
Information Systems (non-production)	<a href="#">Director of Information Technology</a>
Information Systems (non-production)	<a href="#">Information Systems Manager</a>
Information Systems (non-production)	<a href="#">Information Technology</a>
Information Systems (non-production)	<a href="#">Manager Information Systems</a>

Category	Position
Information Systems (non-production)	<a href="#"><u>Network Engineer II</u></a>
Information Systems (non-production)	<a href="#"><u>Network Engineer III</u></a>
Information Systems (non-production)	<a href="#"><u>System Administrator</u></a>
Information Systems (non-production)	<a href="#"><u>Systems Administrator II</u></a>
Information Systems (non-production)	<a href="#"><u>Systems Administrator III</u></a>
Information Systems (non-production)	<a href="#"><u>Systems Manager</u></a>
Information Systems (non-production)	<a href="#"><u>Technical Systems Analyst</u></a>
Information Systems (non-production)	<a href="#"><u>Technology Support Specialist</u></a>
Mailing	<a href="#"><u>Direct Mail Coordinator</u></a>
Mailing	<a href="#"><u>Finishing Technical Engineer</u></a>
Mailing	<a href="#"><u>Fulfillment Mail Clerk I</u></a>
Mailing	<a href="#"><u>Fulfillment Mail Clerk II</u></a>
Mailing	<a href="#"><u>Inkjet Operator</u></a>
Mailing	<a href="#"><u>Inkjet Operator I</u></a>
Mailing	<a href="#"><u>Inkjet Operator II</u></a>

Category	Position
Mailing	<a href="#"><u>Inkjet Operator III</u></a>
Mailing	<a href="#"><u>Inserter</u></a>
Mailing	<a href="#"><u>Inserter Operator</u></a>
Mailing	<a href="#"><u>Inserter Operator I</u></a>
Mailing	<a href="#"><u>Inserter Operator II</u></a>
Mailing	<a href="#"><u>Logistics Manager</u></a>
Mailing	<a href="#"><u>Machine Helper</u></a>
Mailing	<a href="#"><u>Mail List Librarian</u></a>
Mailing	<a href="#"><u>Mail List Processor</u></a>
Mailing	<a href="#"><u>Mail Service Coordinator</u></a>
Mailing	<a href="#"><u>Mail Systems Coordinator</u></a>
Mailing	<a href="#"><u>Mail Systems Manager</u></a>
Mailing	<a href="#"><u>Mailing Clerical Specialist</u></a>
Mailing	<a href="#"><u>Mailing Coordinator</u></a>
Mailing	<a href="#"><u>Mailing Crew Leader</u></a>
Mailing	<a href="#"><u>Mailing Jogger</u></a>
Mailing	<a href="#"><u>Mailing Machine Assistant</u></a>
Mailing	<a href="#"><u>Mailing Manager</u></a>
Mailing	<a href="#"><u>Mailing Specialist</u></a>

# JOB DESCRIPTIONS

Category	Position
Mailing	<a href="#">Supervisor of Mailing</a>
Maintenance	<a href="#">Engineering &amp; Maintenance Manager</a>
Maintenance	<a href="#">Maintenance Technician</a>
Maintenance	<a href="#">Manufacturing Utility Person</a>
Maintenance	<a href="#">Mechanic-Electrician</a>
Maintenance	<a href="#">Plant Manager</a>
Maintenance	<a href="#">Press Mechanic</a>
Prepress	<a href="#">Color Manager/Insite Administrator</a>
Prepress	<a href="#">Digital Prepress</a>
Prepress	<a href="#">Electronic Pre-Press Coordinator</a>
Prepress	<a href="#">Electronic Prepress Technical Specialist</a>
Prepress	<a href="#">Electronic Technician</a>
Category	Position
Prepress	<a href="#">Graphic Artist/PreFlight</a>
Prepress	<a href="#">Graphic Designer</a>
Prepress	<a href="#">Graphic Services Art Manager</a>
Prepress	<a href="#">Manager of Pre-Press Services</a>
Prepress	<a href="#">Mounter/Proofer</a>
Prepress	<a href="#">Photopolymer Plate Technician</a>

# JOB DESCRIPTIONS

Category	Position
Prepress	<a href="#">Plate Maker</a>
Prepress	<a href="#">Platemaker/Proofer</a>
Prepress	<a href="#">Preflight Technician</a>
Prepress	<a href="#">Prepress Estimator/Planner</a>
Prepress	<a href="#">Prepress File Prep Technician</a>
Prepress	<a href="#">Prepress Manager</a>
Prepress	<a href="#">Prepress Supervisor</a>
Prepress	<a href="#">Senior Electronic Cover Image Assembler II</a>
Prepress	<a href="#">System Administration Manager</a>
Prepress	<a href="#">System Operator</a>
Prepress	<a href="#">Traditional Prepress</a>
Press: Others	<a href="#">Die Cutter/Foil Stamper Operator</a>
Press: Others	<a href="#">Diecutter</a>
Press: Others	<a href="#">Digital Print Operator (Indigo Press 3000)</a>
Press: Others	<a href="#">Docutech Operator (Xerox 6180)</a>
Press: Others	<a href="#">IGEN Digital Press Operator</a>
Press: Others	<a href="#">Indigo Operator</a>
Press: Others	<a href="#">Ink Process Control Technician</a>
Press: Others	<a href="#">Inkman (M/F)</a>

# JOB DESCRIPTIONS

Category	Position
Press: Others	<a href="#">Lead Offset / Letterpress Printer</a>
Press: Others	<a href="#">Lead Screen Printer</a>
Press: Others	<a href="#">Lettershop Manager</a>
Press: Others	<a href="#">Offset / Letterpress Printer</a>
Press: Others	<a href="#">Pressman (Journeyman)</a>
Press: Others	<a href="#">Pressroom Utility</a>
Press: Others	<a href="#">Screen Printer</a>
Press: Sheetfed	<a href="#">Press Manager</a>
Press: Web	<a href="#">Press Manager</a>
Quality Control	<a href="#">Customer Sample Inspection</a>
Quality Control	<a href="#">Manager, Corporate Production Quality System</a>
Quality Control	<a href="#">Quality Assurance</a>
Quality Control	<a href="#">Quality Assurance Technician</a>
Quality Control	<a href="#">Quality/Resource Manager</a>
Quality Control	<a href="#">Director of Process Improvement</a>
Quality Control	<a href="#">Lean Director</a>
Quality Control	<a href="#">Lean Facilitator Intern</a>
Quality Control	<a href="#">Printing Inspector</a>
Quality Control	<a href="#">Quality Assurance Manager</a>



Category	Position
Quality Control	<a href="#">Quality Facilitator</a>
Shipping-Receiving	<a href="#">Inventory Control Specialist</a>
Customer Service	<a href="#">Customer Service Representative</a>
Customer Service	<a href="#">Planner</a>
Operations	<a href="#">Director of Operations</a>
Operations	<a href="#">Director of Process Improvement</a>
Operations	<a href="#">General Manager</a>
Operations	<a href="#">Inventory Control Specialist</a>
Operations	<a href="#">Lean Director</a>
Operations	<a href="#">Lean Facilitator Intern</a>
Operations	<a href="#">Manufacturing Supervisor</a>
Operations	<a href="#">Operations Manager</a>
Operations	<a href="#">Plant Manager</a>
Operations	<a href="#">System Administration Manager</a>
Production	<a href="#">Color Manager/Insite Administrator</a>
Production	<a href="#">Die Cutter/Foil Stamper Operator</a>
Production	<a href="#">Diecutter</a>
Production	<a href="#">Digital Prepress</a>
Production	<a href="#">Digital Print Operator (Indigo Press 3000)</a>

Category	Position
Production	<a href="#"><u>Docutech Operator (Xerox 6180)</u></a>
Production	<a href="#"><u>Electronic Pre-Press Coordinator</u></a>
Production	<a href="#"><u>Electronic Prepress Technical Specialist</u></a>
Production	<a href="#"><u>Electronic Technician</u></a>
Production	<a href="#"><u>Graphic Artist/PreFlight</u></a>
Production	<a href="#"><u>IGEN Digital Press Operator</u></a>
Production	<a href="#"><u>Indigo Operator</u></a>
Production	<a href="#"><u>Inkman (M/F)</u></a>
Production	<a href="#"><u>Lead Offset / Letterpress Printer</u></a>
Production	<a href="#"><u>Lead Screen Printer</u></a>
Production	<a href="#"><u>Lettershop Manager</u></a>
Production	<a href="#"><u>Machine Helper</u></a>
Production	<a href="#"><u>Manager of Pre-Press Services</u></a>
Production	<a href="#"><u>Manufacturing Supervisor</u></a>
Production	<a href="#"><u>Mounter/Proofer</u></a>
Production	<a href="#"><u>Offset / Letterpress Printer</u></a>
Production	<a href="#"><u>Operations Manager</u></a>
Production	<a href="#"><u>Photopolymer Plate Technician</u></a>
Production	<a href="#"><u>Planner</u></a>

# JOB DESCRIPTIONS

Category	Position
Production	<a href="#">Plant Manager</a>
Production	<a href="#">Plate Maker</a>
Production	<a href="#">Platemaker/Proofer</a>
Production	<a href="#">Preflight Technician</a>
Production	<a href="#">Prepress Estimator/Planner</a>
Production	<a href="#">Prepress File Prep Technician</a>
Production	<a href="#">Prepress Manager</a>
Production	<a href="#">Prepress Supervisor</a>
Production	<a href="#">Press Manager</a>
Production	<a href="#">Pressman (Journeyman)</a>
Production	<a href="#">Pressroom Utility</a>
Production	<a href="#">Printing Inspector</a>
Production	<a href="#">Screen Printer</a>
Production	<a href="#">Senior Electronic Cover Image Assembler II</a>
Production	<a href="#">System Operator</a>
Production	<a href="#">Traditional Prepress</a>
Design	<a href="#">Design/Estimating Manager</a>
Design	<a href="#">Designer</a>
Design	<a href="#">Graphic Designer</a>

Category	Position
Design	<a href="#">Graphic Services Art Manager</a>
Planning	<a href="#">Estimator/Planner</a>
Planning	<a href="#">Job Planner</a>
Planning	<a href="#">Job Planner II</a>
Planning	<a href="#">Planner</a>
Estimating	<a href="#">Cost Estimator</a>
Estimating	<a href="#">Design/Estimating Manager</a>
Estimating	<a href="#">Estimator</a>
Estimating	<a href="#">Estimator (exempt)</a>
Estimating	<a href="#">Estimator/Planner</a>
Estimating	<a href="#">Job Planner</a>
Estimating	<a href="#">Job Planner II</a>
Estimating	<a href="#">Prepress Estimator/Planner</a>
Executive	<a href="#">Chief Financial Officer</a>
Executive	<a href="#">Vice President Finance &amp; Administration</a>
Management	<a href="#">Manager, Corporate Production Quality System</a>
Management	<a href="#">Design/Estimating Manager</a>
Management	<a href="#">Director of Information Technology</a>
Management	<a href="#">Director of Operations</a>

Category	Position
Management	<a href="#"><u>Director of Process Improvement</u></a>
Management	<a href="#"><u>Director, Human Resources</u></a>
Management	<a href="#"><u>General Manager</u></a>
Management	<a href="#"><u>Graphic Services Art Manager</u></a>
Management	<a href="#"><u>Information Systems Manager</u></a>
Management	<a href="#"><u>Lean Director</u></a>
Management	<a href="#"><u>Lettershop Manager</u></a>
Management	<a href="#"><u>Mailing Manager</u></a>
Management	<a href="#"><u>Manager Information Systems</u></a>
Management	<a href="#"><u>Manager of Human Resources</u></a>
Management	<a href="#"><u>Manager of Pre-Press Services</u></a>
Management	<a href="#"><u>Operations Manager</u></a>
Management	<a href="#"><u>Prepress Manager</u></a>
Management	<a href="#"><u>President</u></a>
Management	<a href="#"><u>President/Chief Executive Officer</u></a>
Management	<a href="#"><u>Press Manager</u></a>
Management	<a href="#"><u>Quality Assurance Manager</u></a>
Management	<a href="#"><u>Supervisor of Mailing</u></a>