

Pre-flight/Design Specialist

The Printing House Limited (TPH) of Toronto, ON is seeking to hire a **full-time Pre-flight / Design Specialist** to join our team. The Pre-flight Specialist is responsible for the setup and verification of supplied print files for fonts, images, colour spaces, bleeds, crop marks, and some graphic design needs of our customers. They ensure that each customer's project is properly developed for production across a wide range of digital print devices.

This position offers a competitive wage of \$18-\$21/hour based on experience. We also offer generous benefits, after a 90 day probation period, including medical, dental, vision care, prescription drug plans, 2 weeks paid vacation, and 2 paid personal days. If this sounds like the opportunity for you, apply today!

ABOUT THE PRINTING HOUSE LIMITED (TPH)

Since 1961, The Printing House Limited (TPH) has been a recognized leader and innovator in the Canadian printing industry. We provide business to business (B2B) and business to consumer (B2C) custom document solutions, graphic design, 3D printing, innovation solutions, dye sublimation, grand format, custom labels, offset, and more. We believe in giving back to the communities we do business in, which is why we have a dedicated full-time charitable office. And we are currently one of Canada's Greenest Employers, #1 Most Forest Friendly and Sustainable Printers in North America, and we are about to embark on a path towards becoming a zero-waste company.

At TPH, we care about providing the support necessary to help you grow professionally and develop valuable skills applicable to the printing industry and beyond. We hire for attitude and train for skill. Don't worry if you don't have all the skills on our wish-list. If you're awesome, we'll train you!

A DAY IN THE LIFE AS A PRE-FLIGHT/DESIGN SPECIALIST

As a PRE-FLIGHT /DESIGN Specialist, you are key to the successful planning and creation of our customers' digital print products. Before starting each project, you select substrates based on what the client has requested. You consult on the design and make edits and modifications/improvements as detailed by the customer. Your attention to detail is essential as you review work orders for accuracy, completeness, and quality control. When unexpected challenges arise, you utilize your innovative-problem solving skills to troubleshoot and consult teammates to find solutions. Each day you love coming to work in our fast-paced, deadline-driven environment.

QUALIFICATIONS

- Experience with using the full Adobe Creative Suite, Adobe Acrobat and Pit Stop
- Knowledge of Specialty dry inks such as clear, metallic gold, metallic silver, and white
- Experience creating custom spot colours on layers for spot varnish and speciality ink
- Understanding of the Pantone system, CMYK and RGB colour spaces
- Knowledge of substrates such as paper, card stocks, synthetics and adhesives
- Ability to follow a design brief and manage to stay within budget while delivering excellent quality
- Basic skills managing fonts using Extensis PC and Mac

Are you **Coachable** and open to feedback? Do you have **great communication skills**? Are you able to adapt to new technology? Are you **reliable and punctual**? If so, you may be perfect for this position!

WORK SCHEDULE

The typical work schedule for this position includes 8-hour shifts Monday-Friday between 8am and 6pm.

ARE YOU READY TO JOIN OUR TEAM?

If you feel that you would be right for this job, please fill out our initial 3-minute, mobile-friendly application on our website: www.tph.ca/careers so that we can review your information. We look forward to meeting you!

TPH is an equal opportunity employer that values diversity and inclusion. Accommodations are available upon request for candidates taking part in all aspects of the selection process. If you require accommodation please contact our recruiter at markmmr@tph.ca . If you believe TPH is a good fit for you, feel free to submit your application, we would love to hear from you.

Contact Details for TPH Recruiting:

Mark Madsen-Russell, Recruiter | People Office

TPH

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