

PRINTING SUPERVISOR – CROWN PLANT, IJEBU-ODE - 0030

Job Purpose

Manages job schedules, confirm product specifications, arrange adjustments, oversee the work of employees in the department and monitor quality of products, ensuring deadlines are met.

Responsibilities

- Organize, assign and direct the operation of the printing function and oversee the maintenance of equipment; train employees in operation of print room equipment.
- Review incoming jobs, prepare production instructions, estimate production time, establish priority and schedule work for the various phases of production.
- Examine material submitted for printing and explain restrictions as necessary
- Ensure printing and coating processes and activities are carried out in accordance with laid out plans.
- Oversee and ensure that defective printed and coated sheets are not passed to the next stage of production.
- Reduction of downtime time experienced during manufacturing.
- Ascertain that printing Operators manage the machines and wear appropriate Personal Protective Equipment (PPE)
- Report Machine malfunctions to the Technicians.
- Maintain Good Manufacturing Practices (GMP) in the Lithographic department.

Qualifications & Experience

- Bachelor's degree or Higher National Diploma (HND) in Printing Technology
- Minimum of 4-6 years' experience in a similar manufacturing organization
- Knowledge of Offset Lithographic printing
- knowledge of metal Coating processes
- Good communication skills - oral and written