



Reprographics, Digital Media,  
IT & Facilities Support Staff

020 8303 2525



**Title: Reprographic Operator**

**Location: Warrington**

**Salary: £18,000 - £20,000**

**Hours: 9.00am-5.30pm (37.5 hrs a week)**

**Job Ref: 770**

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Our client in **Warrington** requires a **Reprographic Operator** to provide a high quality reprographic service. The successful candidate will have **proven reprographic experience** and **excellent communication skills**.

#### **Candidate Responsibilities:**

- Operate a variety of digital printers including the **Xerox Versant, Ricoh M90 and Colourwave 600**
- Print finishing duties as required, such as **tabbing, booklet making, wiro binding and foam board mounting**
- Complete reprographic duties to a high standard in line with customer requirements
- **Provide excellent customer service**, ensuring attentiveness, friendliness and helpfulness
- Ensure health and safety standards are adhered to at all times

#### **Candidate Requirements:**

- **Previous experience within digital print and finishing**
- Excellent communication skills with customers and colleagues
- Able to work on own and use your own initiative
- Able to multitask and manage time effectively

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