

JOB PROFILE

DATE: August 30,2018
POSITION: Inserting Machine / Bindery Operator
STATUS: REGULAR, FULL-TIME, Day Shift Monday to Friday
LOCATION: Richmond, B.C

Hemlock Harling Distribution provides data-driven marketing, postal and third-party distribution services to a diverse range of clients throughout North America. We are an equal partnership of Hemlock Printers, a recognized North American print industry leader based in Burnaby, BC, and Harling Direct, a prominent postal services and fulfillment provider with facilities in Montreal and Toronto.

We proudly operate from a dedicated 40,000 square foot state of the art facility in Richmond, BC. Our experienced team maintains a dedication to accuracy, reliability and continuous innovation.

Reporting to the Director of Production Services, the Inserting Machine / Bindery Operators will primarily be responsible for the operation and minor maintenance of paper guillotines, folders, high speed inserting machines equipped with computerized camera matching systems, and additional assorted bindery equipment. Ensuring production is met through operation and upkeep of the machinery, managing the product flow and overall hitting of production goals.

Experience:

- Minimum 5 years related experience operating machinery.

Abilities:

- Attention to detail and quality consciousness are essential
- Mechanical aptitude
- Service oriented
- Able to meet deadlines and work under pressure
- Basic computer skills
- Able to occasionally work overtime if required.

How to Apply:

If you are interested in exploring this career opportunity, please send you resume and cover letter indicating your objectives and compensation expectations to employment@hemlockharling.com. Please quote Inserting Machine / Bindery Operator in the email subject line.

We would like to thank all applicants for their interest, however only those applicants considered for an interview will be contacted.