

SPRING Production

Title: QC/Prepress Operator

1. Job Description

- ✓ Review artworks to ensure that files are correct and ready for print.
- ✓ Perform technical checks in accordance with client's and/or print supplier's requirements.
- ✓ Check that client guidelines have been followed (Logo colour checks etc)
- ✓ Give feedback to co-workers to reduce errors going forward.
- ✓ Follow deadlines given by Prepress Leader and ensure on time delivery.
- ✓ Assist Prepress Leader with identifying areas for staff training to increase quality output.
- ✓ Proactively seek new and better ways for co-workers to do their jobs, making the best use of human resources and technology.
- ✓ Keep abreast of new methods, processes and procedures in order to keep up-to-date.
- ✓ Emphasize the need for quality in the work performed and spot check the work done by the department personnel.
- ✓ Perform other tasks as assigned by Prepress Leader and Senior Management.

2. Job Requirement

- ✓ BA/ BS in Printing.
- ✓ At least 3 years experience working in artwork or print industry.
- ✓ Demonstrated experience in print processes and hardware, software, proofing and creation of final files prepress and networking.
- ✓ Familiar with Adobe CS software (especially Acrobat).
- ✓ Familiarity with MAC platform.
- ✓ Basic level of English communication, both in verbal and written.
- ✓ Excellent eye for detail and quality driven mindset
- ✓ Flexibility, diligence, reliability and responsibility are a must.
- ✓ Ability to work independently as well as willingly to support colleagues as a team. Work under high pressure, result-oriented and capable of multi-tasking.
- ✓ Experience in creating artwork is a plus.

How to apply:

- ✓ Please send your application letter and CV in English with desired **salary** to hr-vn@spring-production.vn
- ✓ Please be informed that only short-listed candidates will be contacted for interview and contact via phone is not encouraged.

Remuneration package

- ✓ Attractive package of remuneration with team building activities and social events (company trip, year-end party, team building, charity trip, Gifts for Tet and mid-autumn occasions, Lucky money, quarter team bonus).
- ✓ Health care and personal accident insurance and annual health check-up.
- ✓ Attractive package of annual leave, sick and child-sick leave above the law.
- ✓ International working environment with hot trends in technology.
- ✓ Refreshment area with football table and drinks.