

Job Posting

Saddle Stitcher Operator



About Us:

The Ovid Bell Press, Inc., of Fulton, MO, (www.ovidbell.com) is a full-service printing company of short-to-medium run periodicals, magazines, and journals. From digital files, printed page, to binding, labeling, packaging, co-mailing, or shipping; The Ovid Bell Press works hard to guide publications efficiently and successfully from submission to delivery. The OBP has been built on a strong foundation of honesty, integrity and printing excellence. We continue to operate with the same principles this company was founded on as a subsidiary of Walsworth Publishing, Co.

Position Description:

Current opening for a Saddle Stitcher Operator on 12-hr day shift from 6:00 am – 6:00 pm, 3 days a week (36 hours) and overtime as required. Overtime is paid at 37.5 hours. This will be an hourly (non-exempt) position. This position rotates every 6 weeks moving from M/T/W to Th/F/Sa then rotating back.

The primary responsibility of the Saddle Stitcher Operator is to safely and efficiently operate Mueller Saddle Stitchers. Responsibilities also include binding sheets into saddle-stitched and trimmed magazines by use of automated bindery finishing machinery. Loading pockets in proper order, making necessary adjustments to stitcher, trimmer, and punch. Inspecting finished work during production and making modification as needed. Ensures the daily schedule is met in a fast-paced printing environment.

Essential Duties and Responsibilities:

- Make-ready and run all aspects of the saddle stitcher (pockets, gatherer, stitcher heads, in feed, trimmer, mail table and mail head, etc.), including stacker, tiers, mail control, and run demographic and inkjet.
- Read, understand, and complete job according to job ticket specifications, binding instructions, and mailing instructions to deliver a quality product.
- Support material handlers during continuous and self-supported running (including mail-sacking, skid stacking, pocket filling, cover filling, etc.) and give work direction during downtime and clean-up
- Must have mechanical aptitude, and the ability to troubleshoot equipment for set up and malfunctions and perform minor repairs
- Ensure proper functioning of safety devices (i.e. guards, stop buttons)
- Must be able to bend and lift continuously, performing repetitious tasks in a fast-paced atmosphere, and stand for extended periods of time with or without a reasonable accommodation
- Must be able to thrive in a team environment and work independently with minimal supervision
- Assist in controlling loss and/or spoilage in the department
- Must have the ability to establish credibility and be decisive.
- Must have good reasoning abilities, sound judgement.
- Demonstrate ability to analyze and provide actionable improvements
- Must have excellent communication and interpersonal skills in order to connect and communicate with employees at all levels of the organization and customers that come in for press checks.
- All other duties as assigned.
- Must be 18 years of age or older

Requirements:

Must have 2 years' experience with Mueller Saddle Stitchers (Bravo and/or Primear models), a high school diploma or equivalent, excellent attendance record, and the ability to perform mathematical calculations and computations accurately. In addition, good manual dexterity, constant handling of materials, and knowledge of color are preferred.

What We Offer:

Health Insurance (PPO or HDHP with an HSA that company contributes to, Dental, Vision), Company-paid Short-term/Long-Term Disability and Life & AD&D, Voluntary Supplemental Insurance, Company-paid contribution to HSA account, AFLAC, 401K, Birthday off with pay, Paid Vacation, Paid Sick Days, Paid Holidays, Profit-Sharing, Overtime paid after 37.5 hours, shift differential pay.

How to Apply

Please submit your resume to hr@ovidbell.com , by fax to 573-642-9383, or on-site between hours of 8-4, M-F at 1201 Bluff Street, Fulton, MO 65251. Compensation is commensurate with experience and accompanies a competitive benefits package. *OBP is an equal opportunity/disability/veteran employer.*