

**DTP OPERATOR
HIRT & CARTER
CAPE TOWN**

To be able to perform accurate DTP make-up, layout and pre-flighting of PDF's while using the in-house workflow systems/programmes within the allocated time.

KEY PERFORMANCE AREAS:

- Follow correct job brief from manager
- Read & understand work ticket before performing the task at hand from brief supplied to make-up and supply high-res pdf using the agreed workflow
- Ensure Job complies with Company & ISO standards
- Verify compliance to standards / briefing and apply corrections accordingly
- Ensure that proof is signed before submitting jobs for production
- Ensure quality measures are in place
- Maintains system performance and integrity

QUALIFICATIONS / EXPERIENCE:

- Relevant tertiary qualification in DTP and/or 2-3 years relevant experience in DTP / Repro and a sound knowledge of the printing industry
- Strong knowledge of Adobe's Creative Suite
- Proficiency in Mac

BEHAVIOURS & ATTRIBUTES:

- Self-managed and accountable
- High attention to detail
- Ability to work under pressure
- Deadline driven
- Team player

The advert has minimum requirements listed. Management reserves the right to use additional/relevant information as criteria. Short-listed candidates will be required to undergo a psychometric assessment.

Email applications to careers@hcg.one

The closing date for applications is Monday, 27th January 2025.