

Vacancy Details	
Source of Enquiry	York Hub
ERN	
Vacancy Title	Print Finish Apprentice
Employer Name	Fulprint Ltd
Employer Address	7 Apollo Street, York, YO10 5AP
Contact Name	
Full description	<p>This post is to help with the increasing demand for Print finishing at our office and workshop based near the Barbican Centre in York.</p> <p>We are looking for a motivated and forward thinking apprentice to support the team. You will need to be a team oriented person as the position requires a lot of co-ordination and organisation, but you must also be able to work on your own initiative.</p> <p>As a print finisher you will be a part of a vital process that turns printing matter into the finished product.</p> <p>Guillotining paper before and after printing; checking and racking incoming stock each day; operating numbering, creasing, folding and booklet-making equipment; packing and labelling; hand finishing; wire binding; gluing and padding; gluing boxes and folders. The ideal candidate will demonstrate acute attention to detail and accuracy in carrying out tasks; will, with training, order and progress work in a timely and efficient fashion; enjoy the satisfaction of completing tasks and presenting them professionally.</p>
Short description Max 256 Characters	This is an exciting opportunity to learn “the future of print” and will leave the candidate with the ability to finish any printed matter into a quality product.
Number of positions available	1
Weekly Wage	Weekly wage:£180 Hourly rate:£4.80 Total Weekly Working Hours: 37.5 Working Days and times 9am-5pm Monday to Friday with 30 minutes lunch break (37½ hours a week) paid
Future prospects description	Permanent position with the potential to progress within the company

Employer Details	
Employers name	Fulprint Ltd
Employer Description	There is six staff currently employed at Fulprint: three hands-on owners Managing Director, Finance Director and Production Director; Office Manager; Graphic Designer; Senior Printer; Office Production Apprentice. The company will celebrate its 30th birthday this year and has recently invested £300,000 in a new five-colour offset litho printing press. It has a broad customer base and product range producing business stationery, booklets, chocolate wrappers, retail tags and tickets, leaflets, greetings cards and small boxes.
Employer website and logo	www.fulprint.com

Vacancy Location

Vacancy Location

Based near the Barbican Centre in York

About the Candidate

Skills required

- Due to the complexity & responsibility of operating these machines the candidate would be required to be of a technical mind-set.
- Able to demonstrate logical thinking and fault finding
- Ability to solve problems
- Ability to use initiative when working alone, within given instructions
- Ability to prioritise and work to strict deadlines
- Excellent organisational skills
- Accuracy
- Customer focused approach

Qualifications required

Must have grade C or above in Maths, English and Science/Technology grades (relevant NVQ/GCSEs preferred). Computer literacy is essential due to the nature of the technology used.
A rigorous recruitment and selections process is carried out to ensure that the aspiring apprentices are suited to enduring this exciting and challenging route of study.

Personal qualities

- The qualities required for the position are attention to detail, accuracy, perseverance, and ability to work within a small, friendly team, an appreciation of deadlines and process; and enjoyment of printed matter!

Additional Detail

Important Other Information

From the 1st October 2014 a National Minimum Wage (NMW) for apprentices has been introduced for young people aged 16-18 and those aged over 19 in the first year of their Apprenticeship. The new rate is £2.73 per hour. The new NMW applies to time working plus time spent training as this is also part of the Apprenticeship. Anyone not covered by the age category above will be entitled to the NMW appropriate to their age

Training to be provided

Offering Code: **52570-01**

Framework title: **Print and printed packaging – Print Finishing**

Level: **Advanced**

Length of Programme: **24 months**

The Apprenticeship scheme covers a period of 24 months following an appropriate NVQ Qualification to Level 3 with potential opportunities for further development.

Training is predominantly on site, focusing initially on basic engineering skills and thereafter progressively developing the skills required to become a Print Finisher. This is supported by a programme of study with Leeds City College.

All training is competency led and will be completed when: the standards set by pre-determined National Vocational Qualifications (NVQs) at Levels 3 have been met (usually 2 years and above and, deemed competent through a continuous assessment of practical skills acquisition.

Level 3 NVQ Certificate in Print Finishing - City & Guilds

- Contribute to Improving the effectiveness of the print organisation
- Maintain print equipment in working order
- Plan work to meet production requirements
- Promote and maintain health & safety in a print related working environment
- Understand the print industry

	<p>Optional units</p> <ul style="list-style-type: none"> • Manage adhesive binding machinery • Materials handling, transportation and storage within the print working environment • Set and run booklet making machinery • Set and run multi-knife trimming machinery • Set and run multiple hopper feeders • Set and run wire binding machinery • Set and run auto-packing, storage or palletising equipment • Set and run slitting and re-reeling equipment - adhesive label production • Set and run laminating equipment • Manage Mail Processing Machinery • Manage Folding Machinery • Manage Insetting-Stitching-Trimming Machinery • Manage Cutting and Creasing Machinery • Manage Carton Enhancing Machinery • Manage Auto-Fed Sewing Machinery • Manage Case Making Machinery • Manage Casing-in Machinery • Manage Foil Blocking Machinery • Manage Guillotines • Manage Automated Inserting Equipment for Newspapers and Periodicals • Set and run in line automated stitch and trim equipment for newspaper and periodical production • Manage Materials Handling for Newspaper and Periodicals Print Finishing <p>Tech cert Level 3 Certificate in Printing and Graphic Communications - City & Guilds</p> <ul style="list-style-type: none"> • Working in a printing and graphic communications industry • Productivity, quality assurance and maintenance in machine printing and print finishing • Mechanised print finishing and binding <p>Functional Skills qualifications:</p> <ul style="list-style-type: none"> • Level 2 Functional Skill in English • Level 2 Functional Skill in Maths • Level 2 Functional Skill in ICT <p>+ Employment Rights and Responsibilities + Personal Learning and Thinking Skills</p>
Reality Check	

Supplementary Application Form Questions	
Two Vacancy Specific Questions:	Question one: What interests you about this role? Question two: What qualities do you possess?

Key Dates	
Closing date	
Interview start date	
Possible start date	