

STPI

Creative Workshop & Gallery

JOB DESCRIPTION

Job Title	Printer
Job Level	
Department	Workshop
Reporting To	Assistant Project Leader & Senior printer- at- Large, Senior Printer
Subordinate(s) (if applicable)	Assistant Printer, Apprentice Printer and Intern
<p>Overall Job Objectives:</p> <p>To assist Senior Printers in all STPI's projects. To support and assist Senior Printers in the day-to-day operations of the Print Department. To timely execute and deliver quality Edition Print</p>	
<p>Core Responsibilities:</p> <ul style="list-style-type: none">• To be able to manage, execute and deliver assigned tasks including but not limited to produce Edition Print for at least one technique (Etching, woodcuts, silk-screen, relief print and lithography) with quality and time control• Assist in conducting quality control check for all artworks• Responsible for the sourcing of materials for assigned tasks• To provide support in the management of tools/materials:<ul style="list-style-type: none">○ Location○ Maintenance of tools○ Proper storage of materials○ Knowledge about suppliers• Oversee morning preparation works performed by Assistant Printers / Apprentices / Interns.• Ensure and maintain cleanliness at respective workstations.• To guide Assistant Printers / Apprentices / Interns in their given tasks• Comply with all work, health and safety guidelines	
<p>Other Responsibilities:</p> <ul style="list-style-type: none">• Assist Gallery's Education team on any educational programs and be an instructor when required	
<p>Job Specifications:</p> <ul style="list-style-type: none">• Diploma (Preferably in the discipline of Fine Arts)• At least three years of printmaking experience.• Possess passion for in creating and developing 2D and 3D artworks, eagerness to learn and willingness to be a good team player	
<p>Key Deliverables:</p> <ul style="list-style-type: none">• Ability to manage and produce Edition Print with minimum supervision• Ability to keep the production according to the timeline with quality• Overall preparation for all production• Obtain good knowledge of all print techniques used in STPI• Maintenance of working tools and equipment• Ability to share knowledge/skills and provide appropriate training to the Assistant Printers / Apprentices / Interns	