

STPI

Creative Workshop & Gallery

JOB DESCRIPTION

Job Title	Assistant Papermaker
Department	Workshop
Reporting To	Assistant Project Leader & Senior Papermaker-At-Large, Senior Papermaker, Papermaker
Subordinate(s) (if applicable)	
Overall Job Objectives: To support Senior Papermaker, Papermaker in all areas of STPI Resident Artists' projects, day-to-day papermaking production and Paper Mill operations.	
Core Responsibilities: <ul style="list-style-type: none">• Operate Beater machine• Research and create papermaking techniques• Assist in running the daily operation of Papermill include but not limited to setting up machines and monitoring machine operations• Ensure the stock/materials for paper mill are sufficient to meet the day-to-day operations and projects• Support Senior Papermaker or Papermaker on Workshop Plan and Innovations• Ensure the paper mill is a well-maintained and safe environment	
Other Responsibilities: <ul style="list-style-type: none">• Comply with all work, health and safety guidelines• Responsible for papermill cleanliness	
Job Specifications: <ul style="list-style-type: none">• Diploma (Preferably in the discipline of Visual Arts)• Experience in papermaking or any technical skills would be preferred• Must be physically fit as candidate will be working in an industrial paper mill.• Minimum height requirement of at least 165cm in order to carry out safety procedures for paper mill operations and heavy-duty work include lifting & carrying heavy objects such as paper pulps.	
Key Deliverables: <ul style="list-style-type: none">• To achieve the requirements of the works/tasks delegated with minimum supervision• Attain basic knowledge in papermaking production• Attain expertise in operating the Beater machine• Ability to run basic papermaking production without supervision	