**Off-the-Job**

**OCCUPATIONAL PROFILE**

**Craft Occupation -**

Printing: common core and personal skills for all, with streaming into specialist skills areas of prepress, printing, print finishing and carton making.

**Industry Served**

Printing, Publishing, Packaging, signage, labels and Manufacturing

**Profile of the Craft**

The Print Media Craftsperson will have a broad understanding of the setting and operation of equipment in the four main production sectors (Prepress, Printing, Print Finishing, Carton Making) and an underpinning knowledge of materials, systems and procedures employed in these sectors.

The apprentice will have a competent knowledge of quality assurance procedures, scientific principles underlying processes and materials and the statutory regulations governing the safety of personnel, plant, premises and the environment.

The apprentice will have the ability to interpret technical data and to correctly use instruments to ensure effective maintenance systems and the diagnosis and rectification of faults.

The apprentice will be able to effectively communicate with colleagues, clients and suppliers, have IT skills and the ability to properly maintain job and equipment related documentation.

The Print Media Craftsperson will be able to demonstrate competence in the specialist skills from the four sectors.

At the end of the apprenticeship the Craftsperson will be able to demonstrate competence in the common core and personal skills together with the specialist’s skills from the four key specialist sectors.

**Core Skills**

At the end of the apprenticeship the craftsperson will be able to demonstrate competence in the following:

• Basic technical skills in prepress, printing, print finishing and carton making, substrates, chemistry, inks and coatings, computerised press management, proofing systems, digital printing, computer to plate, software, health and safety, I.T. skills, quality assurance, costing and estimating, new technology, computerised operating systems.

**Specialist Skills**

At the end of the apprenticeship the craftsperson will be able to demonstrate competence in the following:

• The printing of images on substrates of paper, board, film and metallic foil using Lithographic techniques (sheet and Web fed), Digital, Rotary letterpress, Flexographic and Gravure presses. Increasingly machines and processes involve integration of computer and electronic operating and control systems with mechanical, hydraulic and pressmatic devices i.e. PLC, CAD, etc.

* digital printers and web/pack sheeting and finishing machines [Note - Digital printing should be included as a major core skill with more time allocated]
* carton / packaging [Note - additional time on this would attract more employers from the packaging and manufacturing industries]
* Multicolour web feed presses using flexography, gravure and rotary letterpress. [Note - To include practical training for flexography and gravure to give a broader range of print process knowledge]
* Wide format digital printing
* Sign making modules
* Cover the fundamental basics in the mechanics of the printing presses i.e. understanding the basic running and being able to perform basic maintenance/repairs

**Personal Skills**

At the end of the apprenticeship the craftsperson will be able to demonstrate competence in the following:

• Planning and organisation, information gathering, problem solving, teamwork, initiative, report writing communication, customer relations, environmental issues, law, (e.g. contract, copyright, libel)

**Generic Skills**

At the end of the apprenticeship the craftsperson will be able to demonstrate competence in the following:

• Data communication and file transfer protocols

• Digital asset management

• Process calibration

• Web servers/FTP

• Multi platform computer literacy

• Digital impositions: sheet fed, packaging web

• PDF generation and editing

• Back up and archiving

• File transfer and access

• Proofing, planning, platemaking

• Graphic design

• Colour and colour management

• Keyboarding and editing skills

• Text and image generation and manipulation

• Plan and produce sample cartons, books,

• Produce layouts and formes

• Set and operate forme making equipment

• Set and operate cutting and creasing machines

• Set and operate gluing machines

• Produce leaflets, brochures

• Programme, operate and service guillotines

• Set up, operate and service folding machines

• Set up, operate and service adhesive binding machines

• Set up, operate and service insetter, stitcher and trimmer machines

• Hand binding and restoration work

• Use of quality control instruments and tools

• Preventative maintenance

Note: All skills are delivered as part of an integrated curriculum module. Integrated curriculum includes maths, science, theory, drawing and computer applications