

Press Assistant – 1st & 3rd Shifts

Pay: \$20.00 - \$22.00 per hour

Job description:

Company Overview

Victor Envelope Company specializes in the production development, manufacturing, and distribution of custom envelopes, labels, and packaging products. With over 65 years of experience, we have built an excellent reputation based on producing the highest quality products with unsurpassed delivery times.

Summary

The Press Assistant at Victor Envelope Company will play a vital role in supporting our manufacturing operations. Located in Bensenville, this position is essential to ensuring our commitment to quality and efficiency.

Responsibilities

- Assist in daily manufacturing operations to ensure smooth workflow.
- Support quality control processes to maintain high product standards.
- Load paper rolls and skids.
- Help with inventory management and material handling.
- Maintain a clean and organized work environment.
- Assist Press Operator with printer wash ups.

Qualifications

- High school diploma or equivalent required.
- Experience in manufacturing or a related print field preferred.
- Familiarity with quality control processes is a plus.
- Basic understanding of machinery operation is beneficial.
- Strong communication skills and ability to work in a team environment.
- Willingness to learn new skills and adapt to changing tasks.
- Experience operating a roll-paper claim truck a plus.

Call-To-Action

If you're ready to take your career to the next level with a company that values creativity and passion, we invite you to apply today!

Job Type: Full-time

Benefits:

- 401(k)
- 401(k) matching
- Dental insurance
- Disability insurance
- Flexible spending account
- Health insurance
- Life insurance
- Paid time off
- Vision insurance

Shift availability:

- Day Shift (Preferred)
- Overnight Shift (Preferred)

Work Location: In person