



## Job Posting CSR / Production Coordinator

MET Fine Printers is seeking an experienced Production Coordinator / Customer Service Representative to join their planning group at our **Vancouver** production facility.

MET Fine Printers, founded in 1977, is an International award-winning Vancouver, BC-based carbon neutral printing company serving the Vancouver, Calgary, Victoria, Portland, San Francisco, Seattle and Honolulu markets. We have built up a reputation for ultra-high quality sheet-fed and digital print products, complimented by leading edge new media offerings (VR, AR, 3D renderings) with operations in Vancouver and Calgary.

This is a unique opportunity for an analytical and detail oriented person who is ready to make a change. Candidates must possess a high work ethic, attention to detail, excellent communication, with practical organizational skills, a proven record of successfully dealing with end clients and above all a positive attitude.

The successful candidate to have a minimum of 5 years of experience in the printing field and have demonstrated proficiency in taking charge of the details and communication around corporate accounts. An external qualification in printing or planning, or commensurate industry experience is required.

**Specific planning knowledge of the following process would be required:**

- 40" format offset and digital workflows
- Fine paper knowledge
- Knowledge of electronic planning software
- Layout imposition
- Bindery and finishing knowledge

Expand your career with our intensive CI development program. Metropolitan is an Equal Opportunity Employer. Compensation will be based on experience. All candidates will be evaluated on the basis of their qualifications for the job in question.

Please send resume in confidence to:

Brian Beharrell (Manager planning & scheduling)

E-mail: [bbeharell@metprinters.com](mailto:bbeharell@metprinters.com)

