



Premier Printing is currently seeking applicants for the position of Mailing Operator.

Duties will include:

- Assisting in operation of mailing equipment. Includes the polybagger, labeler, inkjet addresser and inserter.
- Packaging boxes and mailing crates
- Checking proofs for appropriate mailing information
- Sorting mailing lists using various software programs
- Assist in the shipping of materials using various programs

The Successful applicant must have:

- Be physically strong - ability to carry 50lb boxes
- Possess a keen eye for detail and be computer savvy
- Communicate effectively and handle stress well
- Be driven to accomplish whatever is necessary
- Have flexible schedule to meet deadlines

Submit your cover letter and resume to:

Tom Bennett
Premier Printing Ltd.
One Beghin Avenue
Winnipeg, MB R2J 3X5
Email: jobs@premierprinting.ca

Only applicants of interest will be contacted for an interview.