
PREPRESS TECHNICIAN RESUME

Objective:

To secure a Prepress Technician position with a successful, well-established organization that will enable me to grow professionally while contributing to the company's goals and objectives.

Summary of Skills:

- Relevant experience in printing terminology and practices
 - Knowledge of PDF and postscript files and PDF plug-ins
 - Operational knowledge of Macintosh and Windows operating systems
 - Proficiency in Quark Xpress, Microsoft Word, Adobe Acrobat and Microsoft Publisher
 - Ability to prepare, receive and manipulate files by electronic means
 - Excellent language, communication and spelling skills
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Work Experience:

Prepress Technician
TG Associates, Akron, OH
August 2005 to till date

- Maintained updates on latest technologies and software.
- Prepared variable data and processed mailing list databases.
- Operated and maintained image and plate setters.
- Produced and verified all plates and films.
- Stored backups frequently and organized files.

Prepress Technician
Compose Systems, Akron, OH
May 2000 to July 2005

- Identified the necessities of prepress.
 - Conceptualized design and evaluated space requirements.
 - Structured the layout of finished page and maintained prepress files.
 - Converted photographs into digital images and operated proofing systems.
 - Prepared printing plates through plate making systems.
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Education:

Associate Degree in Applied Science
Hawaii Community College, Hilo, HI

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