



**BINDERY ASSOCIATE (Seasonal)**  
Independent work setting, team- and family-focused company,  
competitive salary and benefits package

**Looking for a great place to earn money this summer?** Work at a job where you can laugh, learn, and be supported with flexible hours and no nights or weekends required!

Park Printing Solutions is a fourth-generation commercial printer located just outside Madison, WI, producing work for customers of all sizes, from independent local businesses to global biotech leaders. Gain industry experience in a fast-paced environment with an experienced, positive team.

**Position Overview**

The Bindery Associate provides essential support in our bindery/finishing department, primarily for projects which require assembly, fulfillment, and/or shipping. Responsibilities include:

- Review tasks with supervisor daily
- Accurately read (English) printed work order
- Ensure product meets the highest quality standards
- Work with your team to meet production deadlines
- Maintain clean and organized work area

**Requirements**

- Excellent attendance and punctuality
- Availability for minimum of 24 hrs/week; schedule negotiable
- Ability to work independently to meet deadlines
- Ability to follow verbal and written instructions
- Ability to lift or move up to 50 pounds
- Frequent standing (up to 8 hours), walking, sitting, crouching and bending is required throughout the shift
- Excellent communication skills to effectively interact with team members
- A positive attitude in a fast-paced work environment
  - Desire to support and promote a safe, respectful and professional work environment

**About Park Printing Solutions**

Park Printing Solutions is a digital, conventional, and large-format print and fulfillment house providing buyers with a one-stop solution. The strength of our work has always been in identifying our customers' unique needs and exceeding expectations. Every project gets personalized attention, from planning to production to packing and shipping. For more information, visit: [parkprinting.com](http://parkprinting.com).

**Reports to:** VP of Operations

**Job Type:** Part-time, Hourly (minimum 24 hrs/week, flexible schedule)

**Compensation:** \$15/hour

**Interested candidates should email resume or description of experience to:**

**Kerri Ruhland, Vice President of Operations,** at [kerri.ruhland@parkprinting.com](mailto:kerri.ruhland@parkprinting.com)