



STATE OF NEVADA
Department of Administration
Division of Human Resource Management

CLASS SPECIFICATION

<u>TITLE</u>	<u>GRADE</u>	<u>EEO-4</u>	<u>CODE</u>
SILK SCREEN PRINTER	30	G	9.739

SERIES CONCEPT

Under general supervision, Silk Screen Printers produce standard highway signs for the Department of Transportation on a statewide basis using silkscreen process.

Prepare for printing process by reviewing work orders and ensuring special requests comply with federal and State standards; select appropriate screens; select paint based on the surface to be printed; position screen on printing table to register for printing; arrange required screens and sign blanks in an organized manner to expedite the production process.

Print designs and/or lettering which include mixing paint and adjust paint consistency; apply paint to screen; force paint through screen using appropriate squeegee pressure and angle as required; change screens and paints for jobs with multiple colors; and observe operation to detect and correct any printing flaws.

Affix hand-cut letters or numbers at the conclusion of the printing process; disassemble equipment setup; clean tools and screens with appropriate solvent; and file screens for future use.

Make screens by assembling wooden frame and stretching fabric over the frame to the proper tension; prepare art work required to produce signs which includes making layout on paper by measuring the letters and design and through use of an episcope to trace design at the size required to fit the sign.

Transfer art work to screens by coating screens with a photosensitive emulsion; place art work on vacuum frame with screen on top and expose film with a high intensity light; and wash screen with water to remove unexposed emulsion.

Maintain equipment used in the silk screen process is in proper working order; oil, clean and repair parts on the squeegee and printing table; repair and sharpen the squeegee; change screen cleaning solvents and change screen washing rack filters; oil and clean vacuum frames and change carbon rod in lamps; label and dispose of paints and solvents in accordance with hazardous waste regulations.

Perform related duties as assigned.

MINIMUM QUALIFICATIONS

EDUCATION AND EXPERIENCE: Completion of a recognized apprenticeship program as a silk screen printer; **OR** three years of experience in silk screen printing which included design and layout work, pattern making, construction of silk screens, and multi-color printing under the direction of a skilled silk screen printer; **OR** an equivalent combination of education and experience.

ENTRY LEVEL KNOWLEDGE, SKILLS AND ABILITIES (required at time of application):
Working knowledge of: methods, materials, tools and equipment used in the production of signs by the silk screening process; characteristics and uses of paints, primers, reflectors, and metal sheeting. **General knowledge of:** sign fabrication and sign writing methods and procedures. **Ability to:** make positive and

MINIMUM QUALIFICATIONS (cont'd)

ENTRY LEVEL KNOWLEDGE, SKILLS AND ABILITIES (cont'd)

negative art work; prepare work orders, requisition supplies, and letter signs; read and understand work orders, manuals regarding highway signs and uniform traffic control devices, and manuals regarding the repair and maintenance of equipment; take measurements and make mathematical calculations necessary to lay out projects. **Skill in:** preparing and framing silk screens; pattern making and screen printing on metal; safely operating, maintaining, and repairing the equipment and tools used in silk screen printing; screen printing on materials other than metal.

FULL PERFORMANCE KNOWLEDGE, SKILLS AND ABILITIES (typically acquired on the job):

Working knowledge of: federal and State requirements regarding uniform traffic control devices, standard alphabets and standard highway signs; agency and division rules, policies and procedures regarding sign production, shop operations and safety.

This class specification is used for classification, recruitment and examination purposes. It is not to be considered a substitute for work performance standards for positions assigned to this class.

9.739

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