



## Graphics Technician

**Job Type:** Full-time, ASC Salary 40, Non-Exempt  
**Salary:** \$24,640 - \$42,800 – Commensurate with experience  
**Work Location:** Kentucky Exposition Center, 937 Philips Lane, Louisville, KY 40209

### Organizational Summary:

The Kentucky Exposition Center (KEC) and the Kentucky International Convention Center (KICC), collectively known as Kentucky Venues (KV), are committed to producing shows of public importance and supporting local, regional and international clients to execute successful and impactful events. KEC offers 1.2 million square feet of contiguous indoor exhibit space, 54 adaptable meeting rooms, two arenas and 300 acres of outdoor exhibit space, and KICC yields a multitude of eco-conscious designs, modern pre-function spaces featuring glass facades overlooking the cityscape and 200,000 square feet of Class A exhibit space. Kentucky Venues is governed by the Kentucky State Fair Board.

### Position Summary:

The Graphic Production Technician role will focus on all areas of reprographics and will support signage production and installation as needed at both Kentucky Exposition Center and Kentucky International Convention Center.

### Essential Functions (examples include but not limited to):

Must be able to execute with/without reasonable accommodation):

- Follows job orders to produce print products and signage
- Operates a Xerox Versant 280 Color Digital Press, bindery and finishing equipment
- Applies wide format printed vinyl to substrate using laminator equipment
- Vinyl weeding, transfer tape application and flipping onto substrate
- Uses multiple tools to install and repair signage and display platforms
- Maintains production area according to specifications
- Keeps inventory of paper, bindery, and toner supplies updated
- Adheres to and exemplifies Venue Values and service expectations
- Maintains professional and approachable demeanor and addresses inquiries and concerns graciously and with a sense of urgency
- Performs relative duties and manages other responsibilities as assigned.
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### Physical and Mental Demands (must be able to execute with/without reasonable accommodation):

Necessary to be executed to accomplish essential functions

- Consistently communicates and interacts in-person and via voice call, video call, text, and email
- Regularly traverses facility space, including stairs, ramps, escalators/elevators, and heavily occupied spaces
- Regularly bends, stretches, and otherwise moves to perform duties; occasionally moves loads of up to 25lbs
- Consistently uses near/far/peripheral vision, exerts muscles and coordinates body to safely maneuver facility equipment including table/chair racks, stage pieces, vacuums, scrubbers, forklifts, high-lifts, and front-end loaders
- Consistently functions effectively in moderate/high-pressure environment, according to a stringent schedule
- Usual work hours are weekdays, but contingent upon sales calls and industry functions, work hours will include some evenings, late nights, early mornings, weekends, and holidays; occasionally works more than 40hpw
- Regular exposure to hot/cold/humid climates and elements including livestock, hay, dirt/dust, and exhaust fumes
- Regular exposure to specialized tools, moving vehicles, mechanical equipment, and cleaning chemicals



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### **Requirements for position (minimum Education Level, Years of Experience and Specialized Abilities):**

Preferred or necessary based on position requirements and business necessity.

An equivalent combination of education and experience may be substituted.

- High school diploma or equivalent
- Experience using Microsoft Office, Adobe Creative Suite, Fiery Command WorkStation, and Flexi Sign Design
- Valid driver's license required
- Must be eligible to work in the United States

### **Employee Benefits:**

Kentucky Venues offers extremely competitive benefits for eligible employees including health, dental, vision and life insurance, paid personal and sick leave, pension and supplemental retirement, free parking, EAP and employee discounts.

### **To Apply:**

Complete an application at [kyvenues.com/apply](http://kyvenues.com/apply) and attach a letter of interest, résumé and professional references.

Kentucky Venues is an equal opportunity employer. Kentucky Venues does not discriminate on the basis of race, color, religion, sex, national origin, sexual orientation, gender identity or expression, ancestry, age, pregnancy or related medical condition, marital or familial status, disability, veteran status, political affiliation, or genetic information in accordance with state and federal laws.