



Print Ready



#JOB-2432746



PRINT READY, 275 Glasnevin Avenue, Dublin  
11, D11 Y18W



No of positions : 1



Paid Position



39 hours per week



To be Confirmed



05/03/2026



02/04/2026

## How to apply

### Application Method :

Please apply to the vacancy by the following means:

Email : [jobs@printready.ie](mailto:jobs@printready.ie)



Open your camera  
app & point here  
to view this ad  
online



## Graphic + Web Designer / Print Shop Operator

### Application Details

In order to work in Ireland a non-EEA National, unless they are exempted, must hold a valid employment permit. Please review the [Eligibility and requirements for an employment permit](#) if you are unsure of your eligibility to apply for this vacancy.

### Job Description

We are seeking a talented and motivated Junior Graphic Designer to join our busy walk-in print shop. This is a hands-on, customer-facing role where you will work directly with clients to develop designs and produce high-quality print work. The successful candidate will manage their own workload daily and assist across design, production and finishing. Speed, accuracy and attention to detail are essential.

You will be responsible for preparing artwork, advising customers, managing print files and supporting general shop operations. The role suits someone practical, organised and comfortable working in a fast-paced environment.

### Key Responsibilities

- Create, prepare, alter and typeset artwork for print
- Manage graphic design projects from concept to final output
- Schedule and prioritise jobs, including rush work
- Liaise with customers and provide design guidance
- Proofread artwork and ensure customer approval before print
- Send jobs to digital and wide-format printers
- Assist with finishing: binding, laminating, folding, stitching, packing, labeling
- Maintain organised digital and physical artwork files
- Contribute to customer service and shop operations
- Create graphics, ads and posts for the company's online presence
- Work with production staff to ensure correct specifications
- Suggest improvements to workflow and processes
- Maintain a positive and cooperative working environment
- Carry out general duties as required

### Requirements

Degree or diploma in Graphic Design/Visual Communications

Strong Adobe Creative Suite skills (InDesign, Illustrator, Photoshop, Acrobat)

Good command of written and spoken English

Excellent interpersonal and time-management skills

Comfortable dealing directly with customers

Ability to manage workload independently

Portfolio required

Must be able to work on-site (no remote working)

Advantage: experience in a print environment, digital printing knowledge, WordPress, social media, HTML, CSS and JavaScript.

If you are a proactive designer with a practical mindset and a positive attitude, we would love to hear from you.

Please send your CV and portfolio to [jobs@printready.ie](mailto:jobs@printready.ie)

- **Sector:** other service activities

### **Career Level**

- Experienced [Non-Managerial]

### **Candidate Requirements**

(Essential)

- **Minimum Experienced Required (Years):** 2
- **Minimum Qualification:** Level 7 (incl Diploma & Ordinary Bachelor Degree)
- **Specialising In:** web design; social media content creation; web developer; social media manager; search engine optimisation; graphic design

(Desirable)

- **Ability Skills:** Computer Literacy, Customer Service, Interpersonal Skills, Technical IT
- **Competency Skills:** Flexibility, Initiative, Problem Solving, Working on own Initiative
- **Driving Licence:** None:
- **Languages:** English B2-Upper intermediate
- **Proximity Locator Distance:** 80 Kilometres