

CLASS SPECIFICATION
SAN DIEGO CITY CIVIL SERVICE COMMISSION
LITHOGRAPHIC TECHNICIAN

DEFINITION:

Under general supervision, to produce all photographic material needed to support the lithographic method of printing; and to perform related work.

* **EXAMPLES OF DUTIES:**

- Receives, determines format and processing procedures, and produces photographic material for use in the Print Shop;
- Produces process color, half-tone, and black and white negatives;
- Cuts and masks overlays to choke, spread and trap film images;
- Sets up horizontal process camera by mounting copy on a copy board, masking margins, adjusting lamps, adjusting lens setting, focusing, mounting film and screens on vacuum back, and determining correct exposure time;
- Enhances or diminishes dominant colors by varying exposure times and color filters;
- Manipulates copy to eliminate moray effects;
- Develops negatives in a darkroom utilizing conventional or automatic developing equipment;
- Strips photographic negatives on masking sheets;
- Exposes and develops presensitized metal plates using normal and tight registration development techniques and prepares the plates for the offset press operations;
- Produces ancillary materials needed for blue line processing including mylars, contact prints, and repairs to damaged engineering drawings;
- Provides to other departments, finished photographic material such as photostats, negatives, and enlarged or reduced copies of originals;
- Performs minor and preventative maintenance on all equipment used.

MINIMUM QUALIFICATIONS:

Please note: the minimum qualifications stated below are a guide for determining the education, training, experience, special skills, and/or license which may be required for employment in the class. These are re-evaluated each time the position is opened for recruitment. Please refer to the most recent Job Announcement for updated minimum qualifications.

Three years of experience operating offset lithographic equipment, which must include the shooting of line and half-tone negatives on a horizontal or vertical process camera, developing and stripping negatives, and processing plates.

- * **EXAMPLES OF DUTIES** performed by employees in this class. The list may not include all required duties, nor are all listed tasks necessarily performed by everyone in this class.