

# JOB DESCRIPTION

**Title: Marker Maker**

**Reports to**

**Summary of Position:**



Prepare garment markers in a production environment with strong attention to detail.

**Duties & Responsibilities:**

- The Marker Maker, under moderate supervision, prepares garment markers using CAD software.
- Prepares markers for stock, mail and special orders, using CAD.
- Rewinds and inspects markers in order to avoid errors.
- Retrieves pieces from completed jobs for use in further manufacturing.
- Prepares patterns from plastic materials including cutting.
- Performs such similar, comparable or related duties, as may be required, including guiding and assisting others.
- Strong attention to detail.
- Present and maintain a professional behavior.
- Perform other related duties as assigned.
- Maintain clean and safe work environment and report any unsafe conditions.

**Qualifications:**

- One year performing cutting duties in the garment manufacturing industry is required.
- Associate or Bachelor degree from fashion or design school preferred.
- Must have experience using CAD (computer-aided design) software and/or pattern cutting, preferably in the garment industry or from education.
- Excellent mechanical aptitude and manual dexterity.
- Intermediate proficiency using Microsoft Office software applications.
- Ability to work with people at all organizational levels, especially in a team environment.
- Excellent administrative and organizational skills with strong attention to detail.
- Persuasive, problem-solver.
- Ability to work in a fast-paced work environment.
- Excellent verbal and written communication skills.

**Physical Demands:**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee is regularly required to stand; walk, and sit for extended periods of time.