



501 N. Central Ave
Wood Dale, IL 60191
630-227-1300
630-227-1823 (FAX)

President

General oversight

Has department managers for Accounting, Operations, Sales & Quality as direct reports

Vice President Sales & Marketing

Sales and Customer Service coordination

Maintaining Prime Graphics' focus on the project and strategic objectives

All sales and customer service as direct reports

Operations Manager

Specific oversight of Operations

Has procurement, scheduling & production supervisor as direct reports

Closely monitor progress and resource allocation

Sales Executive

Sales coordination

Strong field presence

Customer Service

Primary customer contact once order has been placed

Conduit for all communications within Prime Graphics

Quality Manager

Oversees all quality processes & procedures

Direct responsibility for all quality related concerns, as well as corrective action/resolution

Graphics Project Manager

Liaison between clients and production on all graphics projects; manages all pre-press activities including file preparation, proofs & plates

Engineers new projects in coordination with production for optimum quality

Strong technical background in all aspects of pre-press and print process capabilities

Scheduler

Scheduler

Oversees and manages warehouse & shipping/receiving personnel

Production Supervisor

Supervises all press operators, press floor personnel, slitting and ink department

Manages all production workflow