



Job Opportunity at The Centre for Skills Development & Training

Job Number: 289

Job Title: Multi-media Design Specialist

Department: Marketing & Communications

Location: 3350 South Service Road, Burlington

Start Date: September 11, 2017 (*one year contract*)

Schedule: Three days per week, 8:30 am - 4:30 pm (or 9 am - 5 pm), 21 hours per week

Pay Rate: \$25 - \$28.65 per hour (hiring wage will reflect skills and experience)

Reports To: Manager, Marketing & Communications

Embark on a Bright Future with The Centre for Skills Development & Training

Are you entrepreneurial, client-focused and committed to team work and excellence? Do you enjoy working with clients from diverse backgrounds? If you want to work for a recognized leader in career and workforce development, then consider a career with The Centre for Skills Development & Training!

Headquartered in Burlington, Ontario, with locations in Oakville, Milton and Clarkson, The Centre delivers high calibre employment services, ESL & immigrant services, skilled trades training and literacy upgrading. Providing people with opportunities to build a better future and making a positive impact on peoples' lives is integral to the business of The Centre.

For more information, visit: thecentre.on.ca

The Opportunity

This position is responsible for The Centre's graphic design and digital asset bank (photos, videos, design files) used to enhance The Centre's website, social media channels, email marketing, print material and digital advertising.

With a focus on compelling visual communication, the Multi-media Design Specialist will undertake activities to increase client/student registrations and engagement through the design and production of marketing material in various formats – web, print and digital.



What you need to bring to this job:

- ✓ A diploma or degree from a recognized college/university program in graphic design, visual communications or digital marketing.
- ✓ Additional certification is desirable (CGD) but not required.
- ✓ 3+ years of relevant experience in graphic design for various mediums – print, web, digital media.
- ✓ Demonstrated proficiency in Adobe Creative Suite (InDesign, Photoshop, Illustrator) – design, layout, colour correction, photo enhancements.
- ✓ Experience in web design.
- ✓ Experience with video editing software (Adobe Premiere, Final Cut Pro or other).
- ✓ Ability to be a self-starter and a self-learner, adaptable to new technologies.
- ✓ A high level of problem solving ability coupled with project management experience.
- ✓ Detail-oriented and able to manage concurrent projects often with tight timeframes.
- ✓ Excellent customer service and interpersonal skills; equally comfortable working independently or in a team setting.

Please e-mail or fax your resume and cover letter to:

Human Resources
 The Centre for Skills Development & Training
 E-mail: resumes@thecentre.on.ca
 Fax: 905-634-2775

Application Deadline: Friday, August 18, 2017

In order to be considered, all applications must include the job number and title in the email subject line or on the cover sheet if faxing.

We thank all applicants for their interest in The Centre, however, only those selected for an interview will be contacted. If contacted for an interview, please inform us should accommodation be required.

In the spirit of the Human Rights Code, we ask that resumes not include personal data such as age, health, marital and family status.