



From marketing programs that generate new business to critical communications that extend brand relationships, RRD Canada offers the industry's most comprehensive portfolio of capabilities designed to help our clients optimize connections across the full customer journey with maximum impact and efficiency. Ten strategically located operations across Canada plus additional resources throughout North America, Europe and Asia, provide local service and responsiveness while leveraging the economic, geographic and technological advantages of a global organization.

PROJECT MANAGER – IN-STORE MARKETING

This position is responsible for interacting daily with the Customer, Customer's agency partners and internal resources, overseeing the life cycle of print marketing and art adaptation projects. This position requires the ability to understand account requirements and put forward value added solutions. Projects are multi-faceted, fast paced and requires the ability to manage overlapping campaigns and workflows concurrently.

RRD is looking for a full time, permanent Project Manager – ISM.

This position works remotely. RRD's head office is located in Mississauga, Ontario.

KEY JOB RESPONSIBILITIES:

- Manage all stages of a high volume of overlapping projects, including ideation, estimating, quoting, proofing, kitting and distribution, maintaining specification and digital asset databases, through to billing
- Liaise with Plants and Warehouses to ensure service level agreements are met for each Campaign or Print Project and to solve for client's ever-changing requirements
- Daily interaction with customer and agencies to manage the lifecycle of campaigns and print projects ensuring work back schedule dates are met.
- Proactively identify risks to project SLA
- Client retail visits to understand practical application of product
- Work with internal Studio for new or art adaptation design projects

QUALIFICATIONS:

- post-secondary education
- 5 years project management experience in a fast paced demanding environment
- Previous experience working at or with an agency to support promotional marketing campaigns an asset
- Previous experience managing printed products
- Strong analytical and creative problem solving skills
- Demonstrated verbal and written communication
- Ability to remain calm under pressure and to adapt to and address challenges
- Detail oriented with excellence time management skills
- A self-starter who works well independently to manage priorities
- Excellent ability to manage and grow relationships with both internal and external partners
- Proficiency in Google Suite, Acrobat Pro, MS Office (Excel, PowerPoint, Word)

Are you interested in joining our team as a **Project Manager – ISM**?

Apply now on indeed: <https://ca.indeed.com/jobs?q=rrd%20canada&l=Mississauga,%20ON&vjk=b8ceabb3eb5e9b45>

We thank all applicants for their interest, however, only those selected for interview consideration will be contacted.