



Position: Production Assitant
Location: 18 Raitherm Rd, North York, ON
Job Type: Full-Time and Part-Time
Salary: \$14/hr

ABOUT US

T-Shirt Elephant launched in 2010, and from the start we've focused on printing quality custom apparel. From our beginnings as an online start-up to growing into Canada's largest online custom apparel website, we've always strived to stay true to our beliefs, delivering quality custom apparel to our customers on time and for affordable prices.

POSITION OVERVIEW

We're looking for a passionate, motivated, curious candidate to join our production team. We are looking to change how we manage our workflow and would like to test some new processes without disrupting our existing team's efficiency. As such, the nature of the position is likely to change on a fairly regular basis as we implement processes, observe the result, and fine-tune our approach. We need the right kind of person for this role. Though the tasks you will be completing will generally not be complex, attention to detail is important and questioning what you're doing (and how it could be done better) is very valuable. Tasks may involve staging jobs for print, data collection and entry, packing, receiving, etc. There is room to grow in the company and an opportunity to get some really good hands-on experience with Screen, vinyl, and DTG apparel printing.

REQUIREMENTS

- Available full time 9am-5pm on a Monday-Friday and able to work overtime if needed
- Has (or is completing) a post secondary education in the graphic arts or printing industry or equivalent work experience in a related field
- Strong organisational and communication skills, both oral and written

SKILLS

- Microsoft Excel
- Analytical and critical thinking
- Process and detail oriented
- Problem solving
- Organized
- Verbal and written communication
- Approachable
- Self-motivated
- Open Minded
- Time management

HOW TO APPLY

If you're interesting in joining the T-Shirt Elephant team, please submit both your cover letter and resume to: bret@tshirtelephant.com