



Print Coordinator/Inside Sales

Located in Burlington, Eclipse Imaging is a leader in the large format printing market. We cater primarily to the outdoor, agency and retail communities and offer offset and digital processes, as well as in-house finishing, kitting and fulfillment services.

We have an exciting opportunity available for a driven and energetic Print Coordinator/Inside Sales Representative. This role will be responsible for managing house accounts and coordinating all aspects of jobs through the production process. You must have a minimum of three years related experience in the print industry, general knowledge of printing production processes, and excellent customer service and communication skills. In addition, demonstrated interpersonal skills, superior organizational and time management skills, and working knowledge of software applications are required.

If you would like to be considered for this position, please forward your resume in confidence to astreet@eclipseimaging.ca.