

Pre-Production Graphic Designer



18 Raitherm Rd, Toronto, ON M9B 3X9

About T-Shirt Elephant

T-Shirt Elephant (www.tshirtelephant.com) is an online custom apparel website, that allows anyone, individual or business, to design and order their own apparel online. We operate out of our facility in the heart of Toronto's garment district, with a friendly and talented team.

Position Overview

We are looking for a detail-oriented individual that can work quickly under pressure, in a demanding and fast-paced environment. The Pre-Production Graphic Designer will be responsible for preparing mock ups and proofs for client orders, cleaning up or vectorizing artwork files. preparing artwork files for screen printing and DTG printing, coordinating with our production team and other art department members, and assisting the sales team with quotes and production management.

Requirements

- A strong understanding of Adobe Illustrator and Photoshop is a must
- A general understanding of print production
- Exceptional problem-solving skills
- Strong time-management and organizational skills
- Able to work without direct supervision
- Strong attention to detail and ability to communicate across internal teams

Responsibilities

- Conducting quality control adjustments on high priority orders
- Follow sales briefs for the creation of custom artwork
- Creating print-ready files based on our printing specifications
- Creating proofs for clients

Job Type

Full-time

Applications

Please email your cover letter, resume, and a link to your portfolio to Chris Kozak (c.kozak@tshirtelephant.com).