



## Junior Graphic Designer

Do you want to work for a dynamic and rapidly growing company that is an industry leader in our field? Greystone Energy Systems Inc. is dedicated to developing high quality and innovative solutions for its customers with unsurpassed customer service.

### The Opportunity

Greystone Energy is looking for a **Junior Graphic Designer** to provide support for our marketing and design team. This position is a mix of entry level graphic design, marketing and administrative tasks.

### Principle Duties & Responsibilities

A typical week for this position could include, taking photos of our product and bringing them into photoshop to crop out the background. Then using those photos to update the product brochure, electronic catalog or for a website banner ad. Followed by creating or editing technical illustrations in Illustrator to be used when you would update the product installation manual in InDesign. Marketing admin tasks to help support our sales reps may also be a part of your tasks on an as needed basis.

We are looking for someone who has a creative background as well as an attention for detail and enjoys the technical side of document layout and formatting. This would be a great opportunity for a recent grad or junior designer looking to further develop their technical knowledge and work experience.

### Responsibilities:

- Update product brochures, manuals and specification sheets
- Photo editing of product photos
- Assist with newsletter banners and images
- Help provide marketing support for sales team
- Additional design / marketing tasks as requested

### Skills and Competency Requirements

- Completed a marketing or design program
- Experienced with InDesign, Illustrator & Photoshop
- Provide a portfolio of design projects
- Social media marketing knowledge
- Working knowledge of Microsoft Word and Excel
- Organized with an attention to detail
- Self-starter, team player with positive attitude

Preference will be given to applicants that can prove a successful track record.

Only those who will be considered for the next step of the application process will be contacted

**Resume and Portfolio should be forwarded to [HR@greystoneenergy.com](mailto:HR@greystoneenergy.com)**