

Production Project Lead

Our Company

BrandActive specializes in the financial analysis, strategy and logistics of rebranding implementation for organizations undergoing a brand identity change due to a rebranding program, an acquisition, merger, or spin-off.

Our services combine industry leading analytics with a unique and proven methodology that provides our clients with the information needed to make sound financial decisions, and save time and money. Since 1998, BrandActive has scoped, budgeted, planned, and executed brand change for many of the world's most valuable brands.

BrandActive delivers world-class rebrand implementation expertise to clients in all industries, with specialization in healthcare, financial services, energy, mining, and telecommunications. BrandActive has worked in over 110 countries, providing North American clients with global operational reach.

Our goal is to build a unique company; a company that provides an experience where people are valued for who they are and what they contribute, are supported and challenged in their growth and feel proud to be part of BrandActive. We do a great job with great people and have a great time doing it!

BrandActive continues to grow and expand. To meet the needs of our clients we have the following opportunity.

The Opportunity

BrandActive has an **immediate opening** for a **Production Project Lead** working in our head office in downtown Toronto. We are looking for a curious, energetic, positive, task-oriented team player, who will be responsible for managing conversion for volume digital collateral to a new brand for a multinational client. This is a great opportunity to work with a very dynamic and experienced team in an initial 2+ month contract role with the expectation of a 1-year extension and potential conversion to full-time permanent.

You may be required to travel within North America as well as internationally.

Responsibilities

- Establish budget, schedules and resource needs for multiple projects
- Gather client requirements and facilitate, track and manage the collection of collateral
- Ascertain project details including level of effort, workflow strategies and approvers
- Onboard teams on workflow management and quality control platforms
- Understand platform capabilities and advise on best practices
- Client facing role
- Collaborating with internal and external teams
- Transfer of brand knowledge between multi-disciplinary teams including agencies, designers and developers

Qualifications

- University Degree required
- Strong project management and budget management experience and skills
- Excellent client management capability and interpersonal skills in general
- Ability to work under time pressure and across multiple teams
- Familiarity with process management tools, ideally InMotion
- Quality assurance and performance management experience

- High attention to detail
- Excellent time management and organizational skills
- Highly adaptable to changing requirements
- Production and working knowledge of print and digital collateral (including InDesign, PowerPoint, video) a plus
- Familiarity with Digital Asset Management systems a plus

Compensation

BrandActive offers a competitive compensation package. Salary commensurate with experience and education.

Start Date

Immediate

Location

Downtown Toronto

Contact

<https://www.fitzii.com/apply/18185?s=fc>