

Letko, Brosseau & Associates Inc.

**Graphic Designer**

**Letko, Brosseau & Associates** is an investment manager with offices in Montreal, Toronto and Calgary. The firm manages approximately $30 billion on behalf of clients that include individuals, pension plans and charitable foundations. Founded in 1987, the firm has enjoyed strong growth as a result of excellent investment performance, attentive client service and high standards of business ethics.

We are currently looking for a graphic designer to join our head office in Montreal.

**Tasks & responsibilities:**

* Ensure compliance of graphic standards, visual quality and formatting of all visual elements for each tool
* Design and oversee various digital and printed material
* Production of newsletters, e-blast campaigns…
* Respect delays for each deliverable
* Work in synergy with various teams within the company
* Prepare and maintain computer files and coordinate print jobs (as needed)

**Requirements:**

* Diploma in Computer Design, Graphic Design or equivalent
* A minimum of two (2) years of experience
* Proficient in Create Suite Adobe (InDesign, Photoshop, Illustrator)
* Strong knowledge in MS Word, Excel and Power Point
* Excellent knowledge of pre-press

**Skills:**

* Strong creative and analytical skills
* Meticulous with strong attention to detail
* Versatile and autonomous
* Excellent interpersonal and communication skills, and strong team values
* Productive multi-tasker

Compensation includes an attractive base salary, contributions to a retirement plan and health care coverage. You will also be eligible for a bonus based on your personal performance.

Interested candidates should forward their resumé to [**carrieres@lba.ca**](mailto:carrieres@lba.ca)**.** We thank all candidates for applying, however only those selected for an interview will be contacted.