



Structural Design Assistant

Location: 35 Mobile Drive, North York

Full-time Employment

Job Description:

The Structural Design Assistant plays an important hands-on role supporting our Structural Design team in the development and execution of retail displays, packaging, and other structural projects. Working closely with Structural Designers, Production, and other internal teams, you will help move projects efficiently from initial concept and prototype development through client approval and final manufacturing.

This role combines digital design support, physical mockup cutting and assembly, production documentation, and project coordination. It is an ideal opportunity for someone who is highly organized, detail-oriented, mechanically inclined, and eager to develop their knowledge of structural design, manufacturing processes, and industry software in a fast-paced production environment.

Key Responsibilities:

- Support Structural Designers with day-to-day project requirements and help coordinate work from kick-off through concept development, client approval, prototyping, manufacturing, and production finishing.
- Prepare, cut, assemble, and test samples and mockups using the cutting table and other available tools and equipment.
- Assist with technical drawings, dielines, bills of materials, assembly instructions, turnover documents, and other production-ready documentation.
- Review project files, specifications, and structural details for completeness and accuracy before release to production.
- Collaborate with Design, Production, and other internal teams to resolve questions, maintain quality, and support project timelines.
- Maintain organized digital project files, samples, materials, and related documentation.
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Qualifications:

- Education, training, or demonstrated interest in structural, packaging, industrial, or graphic design.
- Strong attention to detail, organization, and ability to manage multiple priorities in a deadline-driven environment.
- Hands-on aptitude and comfort working with physical prototypes, tools, materials, and production equipment.
- Ability to communicate clearly and work effectively both independently and as part of a cross-functional team.
- Initiative, curiosity, and a genuine willingness to learn new software, processes, and manufacturing methods.
- Basic experience with Adobe Illustrator or Photoshop is an asset; relevant training will be provided.

Salary: \$20-\$25/hr

Application Deadline: Sept 11th

Please contact: hr@godinproductions.com