

### **ROLE**

Freelance Web Developer – with proficiency in HTML5

### **REPORTING**

Reports to Project Manager

### **OVERVIEW**

Certo Creative is a boutique design agency that is growing day by day. We love design and want to take every one of our projects to the next level. We are always pushing ourselves to be a little better, a little more slick, a little more elegant, a little more connected to our clients.

### **THE ROLE**

We are looking for a hard-working and detail-oriented developer to work with our team on an ongoing project-by-project basis. Certo Creative works on a range of digital projects—from websites to banner ads to email blasts. The ideal candidate will become a long-term resource for us and be involved in all of our relevant projects. Availability between 9-5 is a must, but the work can be done either offsite or in our downtown Toronto office.

### **EXPECTATIONS**

#### **Project Communication**

- Regularly communicate project status, risk and progress to the Project Manager
- Liaise with the team in respect to design deliverables and asset requirements, ensuring we are kept abreast of any concerns limiting the successful completion of a project
- We work in a fast-paced environment, so will require availability and commitment to a task once it has been taken on

#### **Qualifications**

- Experience in web development
- Strong knowledge of HTML5
- Familiarity with Double-Click
- Experience with WordPress templates and custom coding

#### **Soft Skill Requirements**

- Consistent demonstration of diplomacy, decisiveness and problem solving
- The ability to handle job-related stress, particularly with respect to meeting deadlines and managing client feedback
- The ability to work with little supervision and personally manage time and priorities
- The commitment to put in time as needed to complete projects on schedule and to the highest degree of perfection
- A pronounced attention to detail

#### **Availability**

- Communication and project delivery to occur weekdays between 9-5, with after-hours work the exception
- Commitment is an average of 6-10 hours per week, which may fluctuate depending on workflow and the candidate's availability
- Immediate start date

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Please send a CV, link to your portfolio and expected hourly compensation to [hello@certocreative.com](mailto:hello@certocreative.com). We appreciate all submissions, but only eligible candidates will be contacted.