

## FASHION DESIGN INTERN

Lips and Honey - Los Angeles. P/T. Draw, sketch, and plan designs for fashion apparel/ accessories. Research fashion trends and similar designs. Create tests/prototypes of design pieces. Collaborate with fabric manufacturers for materials. Attend all fittings. Create matching or aligned pieces for a collection. Create a plan to manufacture designs with a team or partnership.

<https://www.indeed.com/viewjob?jk=13ade8f3a481e9ab>

## GRAPHICS DEPARTMENT ASSISTANT, TV/FILM PROP HOUSE

The Hand Prop Room, LP - Los Angeles. Full-Time, (M-F, 8-5) \$35,000 - \$37,000/yr.

Due to the unique nature of our business, interested candidates should first take a look at <http://hprgraphics.net/about/> to familiarize themselves with the nature of our work. This is an entry-level position. On-the-job training will be provided and candidates should possess a willingness to grow and expand their skillset. Because of the time and effort involved in learning our department, we are specifically seeking applicants who are interested in staying long-term. Duties will include office work such as purchasing of specialized graphics printing/production media, organization, pulling orders, research, customer service and assisting department staff with their projects. Additional duties will involve hands-on work assisting with prop creation, including design, graphic file editing, laser and wide-format printing, as well as basic production (cut/paste, vinyl application). 1. Minimum 1 year professional graphic design and office experience. 2. Graphic Design degree or professional equivalent. 3. Excellent verbal/written communication skills, attention to detail and organizational skills. 4. Thorough knowledge of the Macintosh environment and Adobe Suite. 5. Knowledge of basic print production is strongly preferred. 6. Access to reliable transportation and car insurance. Some local errands are part of the job. Candidates should feel comfortable working in a fast-paced, challenging, creative environment, multi-tasking and being able to easily reshuffle priorities. We're looking for a self-starter who takes initiative and doesn't require constant structure and supervision. Experience in art departments within the film/tv industry, familiarity with silk-screening and vinyl sign printing skills are helpful, but not required. This position is ideal for anyone who wishes to apply their graphic design background to a unique and highly specialized field.

**Candidates must submit a resume and a brief cover letter. Because we can get inundated with submissions, we ask that you email 4 samples of your best design PRINT work. If you only send us a link to your portfolio, it will likely delay how soon you will be considered. Samples that showcase skills in layout, traditional print publication, package design and typography are especially welcome. IMPORTANT: Only candidates who have submitted the required materials as described above (resume, cover letter, 4 examples of print work) will be considered. Email your submissions to Agnieszka Jane, Design Director, and put "Graphics Assistant" in the subject line. No phone calls or walk-ins, please. Email address is available at <https://hprgraphics.net/careers/> <https://www.indeed.com/viewjob?cmp=The-Hand-Prop-Room,-LP&t=Graphic+Department+Assistant&jk=a7e7d867a9e1acd4>**

## DIGITAL MARKETING ASSISTANT

Image Is Everything – Carson. \$13 - \$15/hr. Understand that this is not a typical 9-5. There will be times when you will be expected to work a few hours on the weekend for events, expos and answer calls and emails before bed. Unexpected travel (paid for by the company) may occur.

Usually 2-week notice. Interact with network and supporters in real time across all platforms.

Monitor online conversations and join in where appropriate company channels. Support our influencer and brand ambassador programs. Developing innovative campaigns that elevate our partners, work, and community. Prepare unique content for upcoming campaigns and live retreats, share interesting updates, articles, etc. Maintain consistent brand presence across social media outlets. Create and disseminate branded newsletters. Update company blog and website

Devise strategies for the continual growth of fanbases and generation of social conversation

Oversee the creation of all current and emerging social. Updating marketing assets including relevant banners and visual creative on relevant social properties. Assist and advise marketing

managers in the optimization of social media campaigns. Attend events for social capture (live/curated). Work with PR and production team to manage communications around campaigns

Film and edit video series. Proactively take initiative to improve social media community engagement and processes to scale with product and company goals. Have 1+ years of social media management. Advanced used of photo shop and/or adobe in-design. Advanced use of

video editing software. Proficient in Adobe software suite, Google Apps Suite, Microsoft Office Suite. Advanced use of Canvas and Dropbox. Experience in WordPress website development

and maintenance. Keen interest in the beauty industry. Advance knowledge of Instagram, YouTube and social media influencers. Ability to multi-task, prioritizes, and works effectively

under changing priorities, deadlines, and daily time constraints. Maintain good working relationship with supervisors and coworkers. Safeguard confidentiality by exercising discretion in communicating information. Ability to take direction and follow-through on requests.

Exceptional reliability and promptness. Flexibility to adapt to changes in a growing organization.

Excellent verbal, written, and communication skills. Willingness to learn and a passion for beauty. Strong attention to detail, dependability, and follow through. Excellent organizational planning and project management skills.

**<https://www.indeed.com/viewjob?cmp=Image-Is-Everything&t=Digital+Marketing+Assistant&jk=f29c97f9a86b3b25>**

## TAILOR

Suitsupply – Torrance. Full-time, Part-time. To make adjustments to men's suits, shirts, coats, blazers and trousers. Included, but not limited to: Shorten/lengthen sleeves; Taper sides of

garments; Lower collars; Take in/out trouser waist; Shorten/lengthen trousers. Taper trouser thighs and foot widths. Ensure proper sizing of clients. Maintaining a clean and neat tailor shop

Previous experience in alterations. Thorough knowledge of basic machines used in alterations.

Proficient in sewing and making garments. Keen sense of color perception and fabric types.

Good planning and organizational skills. Ability to work in a fast paced environment. Well-developed interpersonal and communication skills. Professional appearance and manner

**<https://www.indeed.com/viewjob?jk=6d9dbb7b9eb999d6>**

## FASHION INTERNSHIPS

Baja East - West Hollywood. <http://bajaeast.com> Start as soon as possible! Although it is an unpaid internship, you will gain loads of experience. Looking for interns to fill the following positions: GRAPHIC DESIGN (2-4 days/week). Creating textile prints and graphics. Imagery for marketing. Croquis and freehand sketching. PRESS (2-4 days/week). Coordinate sample traffic with publications and stylists. Merchandising archive and showroom. Compiling and distributing seasonal celebrity red carpet and street style looks. PHOTOGRAPHY (1-2 days/week) Shooting imagery to promote e-commerce sales. Shooting red carpet looks for press. PRODUCTION (2-4 days/week). Sourcing trim and materials. Locating new manufacturers and coordinating with existing manufacturers for production and sampling. Using Excel to compile production costs and margins. MARKETING/ ECOMM (1-2 days/week). Creating email blasts with Mail Chimp to promote sales. Content creation and strategies to promote sales via social media.

**<https://www.indeed.com/viewjob?cmp=Baja-East&t=Fashion+Internship&jk=f7b9202c6066de38>**

## ASSISTANT VIDEO EDITOR INTERN

MODTV LA – Carson. Part-time. Intern this is an unpaid position please do not apply if that is something you are not comfortable with. The ideal candidate is ambitious, hardworking, creative, and is able to create content for diverse audiences. Proficient skills and knowledge of Premiere Pro/Media Encoder. Proficient with After Effects, Photoshop, and Illustrator. Experience Video Production, Film/TV, Media Communications, or similar background. Strong organizational skills with a background in media management. Strong color correction and audio editing skills. Experience designing basic motion graphics such as title cards and lower thirds. Experience prioritizing multiple ongoing projects simultaneously in a fast-paced environment. Experience with multi-camera setups and unscripted content. Open to constructive feedback. Have 1-3 years of production experience with the Adobe Creative Suite (primarily Premiere, After Effects and Photoshop). Knowledgeable in video compression, codecs, audio creation/editing. Self-motivated team player with excellent communication & interpersonal skills. Ability to quickly learn new/proprietary software. Ability to multitask while maintaining professionalism and composure. Ability to work under tight deadlines and be self-sufficient when it comes to prioritizing deadlines. Thick skinned, good listener and able to take constructive criticism

**for those who do apply please include a reel of clips you have edited.**

**<https://www.indeed.com/viewjob?jk=47d673f8a582b512>**

## STUDIO ASSISTANT

Burning Torch - Los Angeles. Immediate opening Part-time. Flexible schedule. Activities would include, inventory management, international shipping, organization, Vintage Library, production support, errands, line sheets, customer service. Strong computer skills a must! Experience with adobe suites, excel, Shopify, light speed, a plus! Must be team player and fast learner. Must have valid driver's licenses.

**<https://www.indeed.com/viewjob?jk=1411e8abc8629e2e&l=Torrance,+CA&tk=1dnsokrvj373r800&from=ja&alid=5746a464e4b0d3b9cdfad6a1>**