



# Studio Representative

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We are seeking a passionate and dynamic Studio Representative to join our team full-time. As a recognized leader in service excellence, we pride ourselves on consistently exceeding client expectations and setting the benchmark for production support in Toronto.

Our studio offers an expansive suite of services, including high-end camera equipment, advanced lighting and grip gear, fully outfitted package trucks, and cutting-edge motion control robots. Paired with our versatile and uniquely designed studio facilities, we provide one of the most seamless, turnkey production experiences in the city.

By equipping our clients with best-in-class tools and environmentally conscious solutions, we help them perform at their highest level on set—while also reducing their carbon footprint. Join us and be part of a team that powers creativity, innovation, and sustainable production.

## The Opportunity

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The Studio Representative role supports both the Studio department and other in-house operations. The ideal candidate is proactive, flexible, and capable of working in a client-facing environment. This position offers a great opportunity for someone starting their career in the film industry or seeking a dynamic new role.

## What You Will Do

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- Maintain studio cleanliness, including painting/repairing cyc walls and floors.
- Manage facilities inventory and assist with general upkeep.
- Coordinate with clients during production days and occasionally assist with pre-production correspondence.
- Handle pick-ups, deliveries, and drop-offs using company vehicles including cube trucks and sprinter vans.
- Maintain communal areas, including the kitchen and lunchroom.
- Bake daily bread for staff and clients.
- Maintain high housekeeping standards across the entire facility.
- Assist with sub-rental and in-house equipment pickups/returns.
- Represent 2D House professionally in all client and vendor interactions.
- Pre-rig grip/lighting gear as required.
- Perform other duties as assigned.

### 2D House Inc.

230 New Toronto Street, Unit #1  
Etobicoke, ON M8V 2E8

+1 (416) 800-2193  
2dhouse.com



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## What You Bring

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- Valid Full G Driver's License with a clean driving abstract.
- Experience operating cube trucks and sprinter vans.
- Flexibility with scheduled work days (Morning, evening, weekend availability with short notice).
- Strong communication and time management skills.
- Proactive, self-starter with problem-solving abilities.
- Ability to lift up to 50 lbs and work on your feet for extended periods.
- Knowledge of Cameras, Lighting, and Grip equipment is an asset.
- Previous experience in a rental house, on-set, or with production equipment is a plus.
- Certifications in Working at Heights or Fall Arrest and Scissor Lift Operation are preferred.

## Who You Are

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- Collaborative: You build trust and influence across teams, leadership and clients.
- Service-oriented: You take pride in delivering exceptional client experiences and are proactive in anticipating needs.
- Adaptable: You thrive in evolving and fast paced environments.
- Organized: You manage multiple details, schedules, and requests without letting things fall through the cracks.
- Clear Communicator: You communicate information accurately and professionally with both internal teams and clients.

## Work Environment

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- Location: On-site at 230 New Toronto Street, Unit 1, Etobicoke, M8V 2E8
- Hours: Full Time /40 hours per week, subject to change based on Studio schedule.
- Environment: A supportive, team-oriented environment focused on innovative production work.

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## What We Offer

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- **Compensation:** Starting at \$45,000/year + premiums for working on weekends!
- **Benefits:** Medical and Dental benefit packages plus basic Life, AD&D and Long-Term Disability Insurance\*
- **Support:** Access to Employee Assistance Program\*
- **Investment:** Matched RRSP contributions up to 3%\*
- **Time Off:** Vacation accessible after 3 months of employment plus annual paid time off between Christmas and New Years
- **Team:** Bi-Monthly Team Building Activities plus daily snacks and drinks on site
- **Low/No-Cost Rentals:** Access to film equipment and studio rentals for all employees at heavily discounted rates or no-cost for passion projects.
- **Learning Opportunities:** We offer multi-departmental training opportunities on site with a variety of our equipment and services.

\* Available after three months of Employment

## How to Apply

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Please send your resume to [careers@2dhouse.com](mailto:careers@2dhouse.com), with the subject line 'Studio Rep'.

2D House is an equal opportunity employer committed to fostering an inclusive and accessible workplace in accordance with Ontario Human Rights Code and AODA. Accommodations are available upon request for candidates participating in all stages of the recruitment and selection process.



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