



Title: Production Graphic Designer

Working Hours:

Monday-Friday 8 a.m. - 5 p.m.

Job Description: Design for production: signs, custom signs, logos, and other items as assigned.

Job Duties:

- Experience in signs a plus.
- Create designs, concepts, and sample layouts based on knowledge of layout principles and esthetic design concepts.
- Determine size and arrangement of illustrative material and copy, and select style and size of type.
- Use computer software to generate new images.
- Mark up, paste, and assemble final layouts to prepare layouts for printer.
- Review final layouts and suggest improvements as needed.
- Prepare illustrations or rough sketches of material, discussing them with clients and/or supervisors and making necessary changes.
- Perform related duties as required.

Requirements

- **Education Preferred** ~ Bachelor of Fine Arts Degree in graphic design
- **Computer Skills Required** ~ Advanced Knowledge of CorelDRAW, Adobe Illustrator, Adobe Photoshop, Flexisign and Production Manager
- **Business Skills Required** ~ Understanding of sign making, meet deadlines, good customer service, good communication skills both verbal and written
- **Life Skills Required:** Happy, Organized, Good Multi-tasker, Pays attention to detail, Team player, willing to learn, coachable, creative thinking skills

Compensation:

\$15.00 - \$22.00 per hour - DOE
1 week paid vacation after 1 year