

WE ARE HIRING

GRAPHIC DESIGNER

JOB REQUIREMENTS

- ▶ Provide graphic support for marketing team and executive leadership.
- ▶ Conceptualize, plan, design, and produce a wide range of graphic and/or illustrative material, from simple to complex (i.e. brochures, fact sheets, direct mail, etc.).
- ▶ Coordinate the production process; develop and write printing and/or other production specifications, and select appropriate production media and materials.
- ▶ Design service line newsletters, internal leadership communications and regional client newsletters.
- ▶ Design multi-media presentations as needed (flash e-mail, videos, etc.)
- ▶ Create graphics for events and tradeshow under direction of marketing team.
- ▶ Other design responsibilities as assigned by marketing team.

JOB QUALIFICATIONS

- ▶ Preferably a bachelor's degree in Graphic Design, Communication Arts, Computer Science or a related discipline.
- ▶ Fresh graduates are welcome. Professional design and graphics' experience (preferred Adobe products experience - PC & Mac based) is a plus.
- ▶ Proficiency with Graphic Design tools e.g. Adobe Illustrator, Photoshop & InDesign.
- ▶ Strong production skills and knowledge of digital and traditional print processes required.
- ▶ Experience with both traditional and digital RFP and presentation generation, standardization and creation.
- ▶ Strong conceptual ability - extremely creative with the ability to depersonalize own efforts in order to incorporate input from others to affect project completion and organization buy-in.
- ▶ Ability to change course/direction on projects at a moment's notice; ability to reprioritize tasks and timelines.
- ▶ Ability to work well under pressure and tight deadlines; ability to work independently and to prioritize responsibilities; multi-tasking.
- ▶ Creative flair with top-rate conceptual and visual skills; ability to take concepts and ideas and transform them into images.
- ▶ Expert command of challenging / changing environment.
- ▶ Ability to work independently and to prioritize responsibilities; multi-tasking.
- ▶ Detail-oriented, with superior communication and organizational skills.
- ▶ Enthusiastic about becoming an expert on how to uniquely communicate the company's vision through visual communication.
- ▶ HTML experience a plus.

EMPLOYEE BENEFITS

- ▶ Work with Silicon Valley's established leaders in their industry.
- ▶ Work with exceptionally passionate, talented and engaging colleagues.
- ▶ Build large scale, innovative systems for mission-critical usage.
- ▶ High-energy atmosphere of a young company, competitive compensation package with strong benefits plan.
- ▶ Lots of freedom for creativity and personal growth.
- ▶ Quarterly team building activities organized by company.
- ▶ Paid Time Offs
- ▶ Medical Insurance for you and your family