

## **Role summary**

This is an excellent opportunity for an enthusiastic and talented junior or middleweight Graphic Designer to work with our internal design teams to provide 2D graphic design/layout solutions, print presentations, on-screen/digital presentations, signage consultancy, exhibition design and other graphics-related project work.

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## **Role definition**

**Job Title:** Graphic Designer (junior / mid-weight: 2-3 years' experience)

**Reporting to:** Head of Graphics on a day to day basis  
and ultimately to the Head of  
Communications

## **Responsibilities**

- Provide creative graphic design solutions for both print and on-screen for architectural studio design teams including: 2D reports, books and brochures alongside exhibition graphics.
- Design presentations for app and interactive PDF delivery using Adobe Creative Cloud (CC) applications, After Effects, Premiere and PowerPoint.
- Interpret architect's drawings and ideas to create clear, elegant diagrams and evocative, bespoke submission branding packages.
- Understand and ensure correct implementation of graphic identity guidelines across all communication touchpoints.
- Brief and manage internal and external resources to deliver soft and hardcopy deliverables effectively, often to tight deadlines.
- To contribute, or otherwise assist, as required by the Head of Graphics.

## **Qualities and skills required**

- Experience to demonstrate ability for the role above.
- A degree or equivalent qualification in Graphic Design.
- Working knowledge of HTML5 in browser and presentation contexts.
- A portfolio which demonstrates on-screen design using applications and languages such as, but not limited to PowerPoint and HTML 5 integration in presentations.
- A thorough knowledge of the Adobe CC design suite; a working knowledge of After Effects, and Premiere would be advantageous.
- Detailed knowledge of design industry standards and artwork practises.
- Ability to deliver under pressure to tight deadlines whilst taking on responsibility.
- Strong organisational skills combined with an ability to work with sensitive and confidential information.
- Demonstrate efficient, self-initiated creative focus to a variety of project briefs.
- Good interpersonal skills and ability to work independently and as part of a team.
- Ability to communicate clearly at all levels using written and verbal communication skills both internally and externally.
- A professional, resilient, and flexible attitude.

- An interest in Architecture and the built environment would be beneficial.
- Legally able to work in the country in which the position is based.

### **Desirable**

This description reflects the core activities of the role but is not intended to be all-inclusive and other duties within the group/department may be required in addition to changes in the emphasis of duties as required from time to time. There is a requirement for the post holder to recognise this and adopt a flexible approach to work. Job descriptions will be reviewed regularly and where necessary revised in accordance with organisational needs. Any major changes will be discussed with the post holder.

May 21