VACANCY ANNOUNCEMENT

Title: Graphic Designer
Location: Guthrie Agriculture Center Charleston, WV

Send Resume And Application To:
Anne Oravec, Executive Assistant
West Virginia Department of Agriculture
1900 Kanawha Boulevard, East
Charleston, WV 25305-0170
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Closing Date: May 12, 2017

Note:
To be considered for employment a West Virginia Department of Agriculture Application must be submitted. Applications may be obtained at:
http://www.agriculture.wv.gov/Resources/Pages/default.aspx

Nature of Work:
Uses software and/or hand-renderings to design that communicate desired message with high visual impact. The role demands a unique combination of creative flair and keen business sense.

Examples of Work:
• Confers with clients to determine needs.
• Develops graphic designs such as logos, mastheads and other visuals used in the identification and promotion of the Department and agriculture products.
• Assists with division and department information displays at fairs, festivals, etc.
• Assists in the development and production of all Department of Agriculture information published, i.e., the Website, Market Bulletin, news releases and literature.
• Coordinates with the Communications Director and Assistant Director to provide print and graphic materials for media events or functions
• Designs computer-generated graphics for print or website
• Collaborates with others to develop or refine designs.

Working Conditions:
• Sedentary work in an office environment requiring manual dexterity and visual acuity.
• Ability to lift ≤ 25 lbs.
• May require some travel to assemble and staff trade show and fair exhibits.

Knowledge, Skills and Abilities:
• Advanced knowledge of the principles of graphic design.
• Ability to design and maintain impactful, user-friendly websites.
• Keen attention to detail.
• Ability to be creative and flexible.
• Ability to balance multiple projects and meet deadlines with changing priorities.
• Demonstrates strong computer skills in design and production media.
• Possesses a creative flair for originality of design and an intuitive visual sense for communications.
• Advanced ability to use Adobe and/or other graphic design programs.
• Excellent communications skills that project confidence to present and explain ideas to clients and colleagues.
• Ability to accept and build upon constructive criticism.

Qualifications:
• Experience with Adobe graphic design programs is required.
• Graduation from a four year college or university with a major in visual arts preferred.
• One year experience in the graphic arts preferred.

Other Requirements:
As part of the interview process, candidates must present a portfolio to demonstrate their knowledge, skills and abilities as a graphic designer.