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# Example of Graphic Artist Job Description

Our company is growing rapidly and is searching for experienced candidates for the position of graphic artist. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

## Responsibilities for graphic artist

* Collaborate with the Proposal Capture Managers to define conceptual art and themes from the point of Request for Proposal (RFP) release, through Final Proposal delivery
* Work with a matrixed team of cross-functional members from numerous groups including Business Development, Operations, Contracts, Pricing, and Finance in order to facilitate timely and accurate completion and delivery of the proposal
* Achieve familiarity with RFP, understand all requirements to be compliant
* Develop compelling designs that convey ideas and information
* Create vector illustrations, layouts, map overlays, posters, graphs and charts
* Perform quality checks on all proposal artwork
* Maintain proposal schedule and attend stand-up meetings
* Provide guidance on graphic technology and digital conveyance
* Create design standards and guidelines for proposal graphics
* Research and obtain client-specific information to customize proposal graphics

## Qualifications for graphic artist

* Must have working knowledge of Adobe Illustrator's advanced capabilities such as clipping masks, compound paths, pattern tiles, gradient fills, blends, offset paths, swatch management
* Work hours are standard with some weekend and evening work as needed
* Demonstrated experience in graphic design, typography, logo & icon design and graphic illustration
* Knowledge of traditional and web-based graphic production techniques, including color separations, camera-ready art, heat transfers
* Thorough understanding of photography, typography and printing techniques
* At least 2-3 years of graphic design experience for licensed apparel and products