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# Example of Specialist, Design Job Description

Our company is growing rapidly and is looking for a specialist, design. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for specialist, design

* Can be a resource and team member in all phases of projects
* Maintains current knowledge of design software, industry developments in integrated practice, and other applicable techniques
* Acts as leader and mentor by coaching and motivating project team members in the use of advanced Revit technologies
* Utilizes specialist knowledge to conduct complex modeling, data management, analysis and/or optimization for architectural designs such as building massing or exterior enclosures
* Provides specialized design analyses such as pedestrian/egress simulation, sustainable design analysis, or code compliance analysis
* Designs digital and print collateral that supports enrollment, alumni relations and development, research, and thought leadership strategies
* Creates artwork for charts, signage, posters, slides, apparel, newsletters, brochures, booklets, website pages, infographics, advertisements, online education graphics, banners, flyers, cards, icons and logos as requested using traditional and computer graphic methods
* Creates electronically designed page layouts and imports word processing files into page layouts
* Confers with clients, editors, marketing persons and others regarding project specifications such as paper stock, graphic content, layout and media requirements
* Writes bid specifications for jobs assigned to outside vendors

## Qualifications for specialist, design

* Attention to detail, ability to manage multiple projects at one time
* Proven ability to interact with all levels of employees
* High level of proficiency with MS Word Excel, Outlook, Access and Adobe Acrobat
* A bachelor's degree in Graphic Design, Fine Art, or communications required
* Knowledge and comfort working in Adobe Creative Cloud programs required (Primarily InDesign, Illustrator, Photoshop, and Dreamweaver)
* Must be able to work in a PC environment with Microsoft Office products (Word, PowerPoint, Excel)