



Example of Junior Graphic Designer Job Description

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

Responsibilities for junior graphic designer

- Create and produce weekly Sale and POP signage
- Partner with Operations Manager to carryout weekly graphic supply needs to stores
- Plan time and supply level each week to ensure that all signage needs are fulfilled
- Design or assist in the design of signage templates for Sale and POP based on current creative direction
- Works with the team to ensure that various aspects of design work are meeting their expectations
- Works with multiple departments and can take direction from them
- Execute top quality design work as necessary in alignment with our standards
- The Graphic Designer is responsible for supporting all facets of the company in terms of design innovation and execution
- The Graphic Designer will report directly to GTM's lead graphic designer and work closely peers in other parts of the company (online/media, market research, events/conferences), many other stakeholders including editorial, web development, sales, digital marketing, research analysts and executive management
- Design and produce a wide variety of styles for all of Greentech Media's business units

Qualifications for junior graphic designer

- Create online components that consist mainly of email design, web banners, web ads and web pages/modules
- Be capable of monitoring projects through all phases of production, which include concepting, production, quality control, presentation and distribution
- Provide input, direction and communication to all involved throughout design and production
- Attend to multiple projects and meet scheduled deadlines associated with the projects