

## **Job Summary**

CSI Signs in Noblesville, Indiana is seeking a talented and creative graphic artist/designer. Internal and external customer service is essential to the position. Candidate must be able to maintain professionalism, efficiency, creativity, the ability to meet deadlines, and must be able to balance a role as a graphic designer.

This position demands an efficient, detail-oriented, and resourceful designer with the ability to produce quality visual concepts that will then be branded into sign/graphics packages. In addition, the ideal candidate will also be expected to manage sign package projects in an organized and effective manner from initial concept to production.

You will spend the majority of your time working independently on design projects and collaboratively with the design team while occasionally working with clients directly to further determine the direction of a project.

The environment is very fast-paced and deadline oriented. Ability to work independently as well as part of a team is key. If you are energetic, creative, and detail-oriented CSI Signs may be right for you.

**NOTE: Compensation based on talent.** Full benefits after 30 days of employment.

## **Key Responsibilities**

- Work within existing brand guidelines.
- Meet with clients or supervisor to determine the scope and deadline of a project.
- Conceptualize projects by studying information and materials and executing accordingly.
- Completes projects on time by coordinating with outside agencies, art services, printers, etc.
- Develop graphics for product illustrations, logos, websites, and print.
- Knack for colors, images, text style, and layout.
- Read and interpret finishing details on work orders.
- Create customer proofs of proposed artwork containing production and installation specifics.
- Incorporate changes recommended by the clients into the final design.
- Review designs for errors before printing or publishing them.
- Prepare/Prepress print files for production.
- Ability to manage time effectively and hold yourself accountable to deadlines.
- Provide outstanding customer service at all times.
- Maintain workplace in a clean and orderly fashion.
- Maintains technical knowledge by attending design workshops; reviewing professional publications; participating in professional societies.

## **Qualifications**

- Bachelor's degree in graphic design or related field.
- Large format and flatbed printing background.
- Extensive knowledge of the Adobe Creative Suite, particularly Illustrator, Photoshop, and InDesign.
- Proven ability to produce visually branded designs.
- Captivating design presentation.
- Understands color processing.
- Sign industry experience preferred

**Job Type:** Full-time

**Pay:** \$35,000.00 - \$55,000.00 per year