

Design Activity Creative Artworker

Job Description – January 2020

The Creative Artworker will work within the Artwork team of a growing, vibrant design agency, working closely with all members of the agency including Directors, Account Managers and Creatives.

They will need to be experienced, well organised, reliable and hard working. Who will be able to work using their own initiative and as part of a team in a busy design studio. The candidate must be a highly conscientious professional who's thorough, confident and adaptable, with good communication skills.

The nature of our agency means the role will include working on a variety of different sized clients and different types of projects. Primarily focusing on branded packaging artwork roll out combined with point of sale and shopper marketing projects as and when required.

Balancing creative input through adaptation of brand assets following key visuals and guidelines with layout skills and attention to detail being paramount - they must be able to deliver accurate, high quality artwork whilst under pressure working to tight deadlines and quick turn arounds.

This is an opportunity to work with some big brands in a fast paced environment, so they must be quick to learn, self-motivated and enthusiastic about continually improving the quality of their own skills and standard of the agencies artwork.

The perfect job role for someone who is eager to work with us and rise to a new challenge!

A Creative Artworker working for us would be expected to be proficient in the following areas.

SKILLS IN DETAIL

- Experienced Artwork
 - Branded packaging artwork front and back of pack.
 - Expertise in point of sale and shopper marketing.
- Creative input - be able to take key assets from guidelines, style guides and existing pack formats and adapt to suit different formats.
- Accuracy and attention to detail, along with good typographical and layout skills.
- Must be able to originate artwork from visuals under direction from Creatives and Account Managers.
- Experience of retouching/visualising techniques is advantageous.
- Organise and manage files and folders across job numbers on the server network.

ROLES AND RESPONSIBILITIES

- Artwork production of branded packaging, point of sale and brand activation projects daily.
- General preparation of design and artwork files to a digital reprographic standard ready for print.
- Package and dispatch and organisation of files being sent to suppliers.
- Proof checking and approvals prior to print or client release, where necessary.
- Producing internal mock-ups of items for pre-production reference.
- Liaising closely with Creative and Account teams daily.

INTERNAL RELATIONSHIPS

- Maintain a positive working relationship with all other team members
- Work alongside the Directors to improve your role and your personal development
- Help out in other areas of the business when required – the culture of our agency is that everyone is encouraged to pitch in on all aspects of agency life.

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Personal Profile – January 2020

This person will be a talented, motivated and driven individual that can work independently and as part of a vibrant growing design agency. They will have a demonstrated experience in successfully producing highly accurate artwork for a wide range of projects types through all aspects of the creative artwork process. Able to use their industry experience combined with their own skills to seek a new challenge to grow within the agency and make the position their own.

PERSONAL ATTRIBUTES

- Able to work in a team and equally well on own initiative.
- Able to multitask, work under pressure and adhere to strict deadlines.
- Able to manage time - both personal workload and internal expectations.
- Ability to remain calm and tactful under pressure.
- Willingness to learn and grow within the job role.
- Has a confident and reliable 'can do' attitude.
- Very personable, friendly and enthusiastic with a passion for their work.

KEY SKILLS

- Excellent communication skills – written and verbal.
- Great organisational skills and a high level of attention to detail.
- Excellent knowledge of Adobe Creative Cloud programs.
- Microsoft office proficiency including Word, Excel and PowerPoint.
- Be savvy with digital upload, download and file transfer processes.

KEY INTERESTS

- A keen interest in creativity and the design industry

OTHER

- Full UK Drivers Licence