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| Job Title: | Creative Graphic Design | Job Code/ Req#: | 63792 |
| Department/Group: | TN ECD | Position Type: | Contract |
| Duration : | 02/24/2025 - 02/24/2026 | Date Posted: | 12/23/2024 |
| Expenses Allowed | No | Posting Expires: | 01/31/2025 |
| **Location :** | Hybrid  **Address**  312 Rosa L Parks Blvd - 27th Floor Nashville, Tennessee 37243  Candidate Must Be Local  **Additional Location Details**  **(City, State) :**  Able to work in-person and hybrid, and must be able to work at the Tennessee Tower at least 4 days per week | **Quantity Requested :** | 1 |
| **Level/Salary Range :** | $40/hr on C2C | Send Resumes to : | resumes@taurusbiz.com |
| **Schedule:** | | | |
| **Days**  Monday Yes Tuesday Yes Wednesday Yes Thursday Yes Friday Yes Saturday No Sunday No  **Hours/Day**  7.5  **Time Zone**  CST  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **Shifts Start Time End Time Description Active**    Shift 1 8:00AM 4:30PM Yes  **Description**  **Position Summary:**  The Graphic Designer will be a pivotal force in elevating Tennessee’s brand and user experience, fostering  connections, and reaching global business audiences. This role is integral to crafting and managing visual  assets that ensure consistent, engaging, and impactful brand messaging across diverse marketing platforms.  The ideal candidate is a visionary designer with a passion for pushing creative boundaries. They possess an  eye for detail and thrive in a fast-paced environment, consistently delivering high-quality work under tight  deadlines. Self-motivated, solution-driven, and innovative, they are adept at solving complex challenges with fresh, compelling design solutions.  **Primary Responsibilities:**  Under the supervision of the Marketing Director, this position is responsible for, but is not limited to, the following  **duties:**  Concepting and developing ideas into visually compelling user experiences for all types of marketing  materials, including web pages, collateral, presentation decks, digital advertising, e-newsletters, logo  design, event materials, etc.  Responsible for the visual aspects of advertising or media campaigns and managing brand consistency.  Ensuring graphic consistency and brand integrity across all deliverables by conducting thorough reviews  and quality control of creative materials before launch  Concepting and executing creative materials required for annual conferences and events including  brand identity, website layout, signage, agenda, stage design, etc.  Provide graphic material updates to the team’s web designer for TNECD.com on an as-needed basis.  **Position Requirements:**  4+ years of professional graphic design experience, either in a creative agency or an in-house team; a  degree in graphic design or a related field is preferred.  A digital portfolio showcasing a strong range of work, including campaign execution, logo design,  typography, web layout design, PowerPoint templates, print production, and photography retouching.  Please include a link to your online portfolio.  Proficient in the Adobe Creative Suite, with advanced knowledge and skills in Illustrator, InDesign, and  Photoshop is required.  Exceptional organizational skills with the ability to manage multiple projects, prioritize tasks, and meet  tight deadlines in a fast-paced environment.  Strong collaboration skills, with a proven ability to work cross-functionally with teams across  departments.  Solid understanding of marketing and advertising principles and how design supports brand strategy.  Proficiency in Microsoft SharePoint, Planner, Forms, PowerPoint, Word, and Teams.  Basic knowledge of Adobe After Effects is a plus.  **Schedule**  Work Schedule is Monday – Friday 8:00 AM - 4:30 PM. Able to work in-person and hybrid, and must be  able to work at the Tennessee Tower at least 4 days per week | | | |
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| Reviewed By: | Swathi G | Date: | 12/23/2024 |
| Approved By: | Ram S | Date: | 12/23/2024 |
| Last Updated By: | Swathi G | Date/Time: | 12/23/2024 |