

Graphic Designer - Job Description

Department: Marketing
Reports to: Marketing Manager
FLSA Status: Non-Exempt
Position: Full time

SUMMARY

North American Electric, Inc is looking for a self-directed individual, with experience in graphic design, graphic production, and photo & video editing. The Graphic Designer will be a part of the in-house marketing team that maintains brand and design standards and creates effective design for all aspects of the company's marketing projects and initiatives. This position is in our Hernando, MS location.

JOB RESPONSIBILITIES:

- Create eye-catching content, graphics, and engaging designs.
- Design for print and digital applications, i.e., brochures, fliers, catalogs, promotions, etc.
- Ability to apply style guides and adhere to corporate branding.
- Coordinate with outside agencies and services as needed.
- Assist Marketing manager on all marketing initiatives.
- Write and proofread copy.
- Operate photo and video equipment to take photographs and video and must be capable of photo and video editing.
- Able to work on collaborative projects as well as take initiative and be a self-starter on solo projects.

Education Level and Experience Required:

- A bachelor's degree in graphic design or related field; or equivalent 4-year related work experience
- Strong art direction and project planning
- Knowledge of design and photo-editing software
- Strong writing and proofreading skills
- Deadline and detail-oriented with excellent time management skills
- Creative problem solving
- Proficiency in macOS and Adobe Creative Cloud applications

Preferred Qualifications:

- Proficiency in InDesign, Photoshop, Illustrator and Premier
- Microsoft Products. Excel, Word, Outlook
- Web Word Press and Basic HTML a plus
- Operate photographic and video equipment.

Benefits:

North American Electric, Inc. offers a competitive compensation package, a comprehensive benefits package and 401K with company match.

Submit resume and cover letter to HR@naemotors.com