



JOB DESCRIPTION

Job Title	Graphic Designer
Department	Marketing
Direct Supervisor	General Manager
1	<p>Job Objective As Graphic Designer be responsible for the creative translation of marketing strategies that meet agreed Autodata’s objectives and positioning as well as fit the market need.</p>
2	<p>Principal Accountabilities</p> <ul style="list-style-type: none"> • Interpreting Autodata’s business needs; • Develop in close co-operation with your colleagues graphic media solutions; • Work according to existing design guidelines and executions; • Ability to design, DTP and finalize any communication tool; • Thinking creatively to produce new ideas and take the initiative to take jobs forward; • Multi-tasking: graphic designers often work on more than one design brief at a time; • Using a wide range of media, including photography and computer aided design; • Producing accurate and high quality work; • Contributing ideas and design artwork to the overall brief; • Keeping abreast of developments in IT, particularly design programs. • Working well in a team, with printers, copywriters, photographers, other designers, and marketing specialists; • Working to tight deadlines.
3	<p>Responsibilities & Roles</p> <ul style="list-style-type: none"> • <u>External</u>: Maintain contact with all suppliers to ensure maximum satisfaction. • <u>Internal</u>: Maintain professional work flows with both internal employees and external suppliers for maximum productivity in line with company core values and standards.
5	<p>Knowledge Skills & Experience</p> <ul style="list-style-type: none"> • <u>Artistic Vision</u>: Own personal perspective, unique style and ability to deliver photo shoots within company standards. • <u>Excellent Communication Skills</u>: Ability to understand market needs and deliver solutions clearly and effectively, especially if the project requires directing and recommending others. • <u>Technical Skills</u>: • Experience using Adobe CS5 suite (InDesign – Photoshop ... etc.).



	<ul style="list-style-type: none">• Experience in Designing websites and online portals.
6	<p>Competencies</p> <ul style="list-style-type: none">• Ability to handle multiple priorities, stress, detailed work, reasoning, goals.• Must be flexible and demonstrate excellent communications and interpersonal skills.• Will be interacting with multiple departments and working independently.• Ability to work independently while following directions.• Must be able to demonstrate experience in the U.A.E..