SUMMARY:
The Jr. Graphic Designer is an entry level position that supports the Marketing Team at Planet Depos and assists with the day-to-day, hands-on execution of graphic design projects in support of company and business unit objectives. Proficiency in graphic design software is required. Additionally, this individual maintains a current understanding of design best practices and applies them to the execution of our marketing campaigns in collaboration with both the Marketing and Sales teams.

ESSENTIAL FUNCTIONS:
Works closely with sales to develop personalized collateral including direct mail (postcards, brochures, self-mailers) and digital graphics,
Supports Marketing team with social media content, digital and print ads, creative for Planet Depos publications and outside publications, email marketing components, and website graphics (banners, pop-ups and other design elements)
Ensure projects are completed with high quality and on schedule
Works with multiple departments to ensure materials such as training manuals are up to date
Assists Graphic Design team to help manage multiple projects within design specifications and deadlines
Maintains technical knowledge by attending design workshops; reviewing professional publications; and participating in professional societies
Contributes to team effort by accomplishing related results as needed

QUALIFICATIONS:
Enter level – no previous experience required, though a solid portfolio of representative work is expected (School or personal design projects accepted)
Outstanding verbal/written communication, proofreading, editing, interpersonal, and organizational skills, and the ability to work both independently and as a part of a team
Degree in graphic design preferred
Solid knowledge of design and visual principles
Demonstrated portfolio showing creative, design, and software skills

KNOWLEDGE & SKILLS:
Knowledge of Adobe Creative Suite products including Photoshop, Illustrator, InDesign
Ability to communicate design choices clearly
Knowledge of layouts, graphic fundamentals, typography, print, and the web
Excellent eye for detail

Location: Rockville, Maryland United States
Position Type: Full Time, Part Time

To Apply:
Logon to Career Connector and search Job ID #11449
Application requires including a portfolio of designs.