

City of New York
DEPARTMENT OF TRANSPORTATION
Job Posting Notice

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| Civil Service Title: GRAPHIC ARTIST | Level: 01 |
| Title Code No: 91415 | Salary: \$38,443.00/\$44,209.00-\$60,241.00 Frequency: ANNUAL |
| Business Title: Graphic Artist | Work Location: 55 Water Street, NY NY |
| Division/Work Unit: Executive | Number of Positions: 1 |
| Job ID: 156280 | Hours/Shift: |
| <p style="text-align: center;">Job Description</p> <p>The Department of Transportation seeks a candidate with expertise in designing printed materials. The preferred candidate will be excellent at communicating ideas and multitasking in a fast-paced New York City government agency. Professional and positive attitude and the ability to take direction and feedback from various sources needed. Responsible for completion of a wide variety of graphic design projects utilizing Mac OSX, Adobe Creative Suite (InDesign, Photoshop, Illustrator and Acrobat), Quark XPress and Microsoft Word. Typical projects include brochures, postcards, flyers, signs, posters, apparel and ads. Ability to create stunning printed pieces with excellent typography skills, knowledge of new technologies and a great sense of design with a very clean and sophisticated style.</p> | |
| <p style="text-align: center;">Minimum Qualification Requirements</p> <p>(1) A baccalaureate degree, with a major in fine or graphic arts, from an accredited college and one year of full-time paid experience as a commercial or graphic artist; or (2) A four-year high school diploma or its educational equivalent plus two years of training in a technical school approved by a state's Department of Education or comparable governmental agency, in oils, water colors, painting, design, black and white, layout, computer graphics, and other art media, and three years of acceptable full-time paid experience as a commercial or graphic artist.</p> | |
| <p style="text-align: center;">Preferred Skills</p> <p>Preference given to candidates possessing a BFA in Graphic Design and 3 years of full time graphic design work experience. Knowledge of the digital printing process, fiery output, large format scanners and printers helpful. Experience with sustainable production processes and materials preferred (vegetable inks, recycled papers, etc.). Expert knowledge of Mac OSX, Adobe Creative Suite (InDesign, Photoshop, Illustrator and Acrobat), Quark XPress and Microsoft Word needed.</p> | |
| <p style="text-align: center;">Residency Requirement</p> <p>New York City residency is generally required within 90 days of appointment. However, City Employees in certain titles who have worked for the City for 2 continuous years may also be eligible to reside in Nassau, Suffolk, Putnam, Westchester, Rockland, or Orange County. To determine if the residency requirement applies to you, please discuss with the agency representative at the time of interview.</p> | |
| <p style="text-align: center;">To Apply</p> <p><u>All resumes are to be submitted electronically.</u> <u>Current City Employees:</u> Please log into Employee Self Service (ESS) at https://hrb.nycaps.nycnet, follow the Careers link and search for Job ID number 156280. <u>All other applicants:</u> Please go to www.nyc.gov/careers/search and search for Job ID Number 156280. If you do not have access to a personal computer: Please visit your local public library. Most public libraries have computers available for use. No phone calls, faxes or personal inquiries permitted. Only those applicants under consideration will be contacted. For more information about DOT, visit us at: www.nyc.gov/dot.</p> | |
| Posting Date: 07/22/2014 | Post Until: until filled |

The City of New York is an Equal Opportunity Employer