



Job Specification - Graphic Artist (Part-Time/Freelance)

- Department:** Art Department in Main PECO offices at Beer, Devon.
- Main purpose:** To produce graphic work in the studio required by the various companies within the PECO Group. The position could be on a freelance or part-time employed basis but will require working with our offices in Beer.
- Responsible to:** Managing Director
- Main Tasks:** Packaging design
Advert design
Instructional design
Artwork for Railway Modeller and Continental Modeller magazines (artwork includes colour plans of model railways and technical scale drawings)
Page Layouts/Booklet production
Large format show and display design
Website content
Photo editing
- Experience:** Ideally have experience in a Graphic design role and can show examples of working to a brief but with personal creativity.
- Technical Skills:** Ability to operate an Apple Mac computer and be familiar with the Adobe Creative Suite of software, primarily Photoshop, Illustrator and InDesign.
- Person Skills:** Enthusiastic and keen to learn about various aspects of the company's business.
Ability to create and develop new ideas as well as adapting and updating existing designs.
Work to direction from Various staff and Directors and be prepared to submit work for approval and if necessary carry out amendments.
Will share responsibility for reciprocal proof reading and checking of finished work between the other members of the studio.
Understands the importance of working carefully, accurately and to time.
Punctual, reliable, flexible and hard working.

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Pay: Good rates of pay with a review after 6 months.

Working hours: Initially we are looking for 2 days a week, ideally Thursday and Friday, increasing over time, with the potential for full-time employment from August 2018.

9:00am to 5:30 pm Thursday

9:00am to 4:15 pm Friday

Benefits: PECO operates a subsidised canteen, which provides hot and cold meals on a daily basis.

Free car parking.

Staff living within a certain area are invited to use the staff bus, providing adequate space is available. (A small contribution is made for this service)

Contributory Pension scheme in existence and staff are invited to join after successfully completing their probation period.

A staff pass is provided to allow you to visit the attraction of PECORAMA.

Staff are welcome to use the PECORAMA grounds during break and lunch times.

A staff discount is available within our model and souvenir shop, providing that the goods are for your own use.

Other: This positions is entered into on a 3-month trial basis, during which we will meet regularly to discuss your progress.