

THE NAVAJO NATION
Department of Personnel Management
JOB VACANCY ANNOUNCEMENT

REQUISITION NO: **DNR05824319**

DATE POSTED: 07/19/22

POSITION NO: 245174

CLOSING DATE: **08/01/2022 by 5 pm**

POSITION TITLE: **Graphic Designer**

DEPARTMENT NAME / WORKSITE: Navajo Parks & Recreation Department/Marketing Section/Window Rock, AZ

WORK DAYS: Monday - Friday REGULAR FULL TIME: GRADE/STEP: BQ57A

WORK HOURS: 8am-12pm & 1pm-5pm PART TIME: NO. OF HRS./WK.: _____ \$ 25,243.92 PER ANNUM

SENSITIVE SEASONAL: DURATION : 4 Months \$ 12.09 PER HOUR

NON-SENSITIVE TEMPORARY:

DUTIES AND RESPONSIBILITIES:

Use software program to develop and/or create professional logos, posters, flyers, newspaper tabloid/advertisements, billboard vinyl advertisement, professional announcements for events and create informative signage for the Navajo Nation Museum. Communicate and develop or revise designs through constructive critiques and/or comments. Develop unique color schemes, shapes, fonts and art clips to meet visual content goals.

QUALIFICATION REQUIREMENTS: (Education, Experience and Training)

Minimum Qualifications:

- High School diploma/GED; and two (2) years of experience in graphic design/layout, illustration, or commercial art; or an equivalent combination of education and experience.

Special Requirements:

- Posses a valid state driver's license.

(To receive full credit for education, certification, or licensure, transcripts, copies of degrees, certificates, and other appropriate documents must be submitted along with employment application.)

Special Knowledge, Skills and Abilities:

Able to work irregular hours and/or work on weekends for special events.

THE NAVAJO NATION GIVES PREFERENCE TO ELIGIBLE AND QUALIFIED APPLICANTS IN ACCORDANCE WITH THE NAVAJO PREFERENCE IN EMPLOYMENT ACT AND VETERANS' PREFERENCE.