THE NAVAJO NATION
Department of Personnel Management
JOB VACANCY ANNOUNCEMENT

REQUISITION NO: DNR05824319
DATE POSTED: 07/19/22
POSITION NO: 245174
POSITION TITLE: Graphic Designer
DATE POSTED: 07/19/22
CLOSING DATE: 08/01/2022 by 5 pm

DEPARTMENT NAME / WORKSITE: Navajo Parks & Recreation Department/Navajo Nation Museum/Window Rock, AZ

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

CLOSING DATE: 08/01/2022 by 5 pm

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

SENSITIVE ☐
SEASONAL: ☐
DURATION: ☐
\$ 12.09 PER HOUR

NON-SENSITIVE ☑
TEMPORARY: ☑
4 Months

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.