

National Army Museum

Royal Hospital Road, Chelsea, London SW3 4HT

Enterprise Division

Post: Graphic Design Executive (Marketing and Communication)

Post No: NAM 208

Person Specification

CRITERIA	STANDARD	E/D	EVIDENCE
Qualifications	Educated to A level (or equivalent) or above in graphic design qualification.	E	Certificate
Previous experience required	Advanced InDesign, PhotoShop and Illustrator skills.	E	Application and Interview
	Demonstrable experience in producing high quality graphic design for print and display.	E	
	Clear understanding of printing and other production processes.	E	
	Ability to work creatively within the confines of a design identity.	E	
	Proven creative skills and a demonstrable ability to take concepts through to final execution.	E	
	Good communication skills, able to be rational and logical as well as creative and innovative.	D	
	Ability to work on several projects at the same time, and to see each project through from concept to completion.	E	
	Experience of design and production of display graphics working with 3D designers.	D	
	Experience of working collaboratively within a team.	D	
	Good standard of written English and ability to write basic copy.	E	
	Understanding / experience of working within a marketing environment.	D	
	Knows and understands diverse styles of designs and trends, and understands best practice of design within the workplace.	D	

Attainments/skills/competencies	Ability to work for periods on own initiative while understanding the importance of liaison and proactive communication with wider department staff.	E	Application and Interview
	Resource, project, time and budget management skills.	D	
	Good interpersonal and communication skills.	E	
	Understanding of the importance of brand; ability to see the 'big picture'.	D	
	Computer literacy, including knowledge of MS Word, Excel and PowerPoint.	E	
	Video editing skills using Adobe Premier Pro or similar	E	
	A flexible approach to work, ability to prioritise and manage high turnover of projects and reactive requirements.	E	
	Excellent attention to detail and proof reading.	E	
Special Requirements	Working within a Museum environment or cultural sector.	D	Application & Interview

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January 2019