

Graphic Designer

University Student Union (USU)

Revised 19.10.12



University Student Union

No. of Openings

1 • Part-Time

Work Schedule

5 – 10 hours / Weekdays • 8 a.m. to 5 p.m.

Wage/Salary

Minimum

Rate of Pay

Bi-Weekly

Employment Start Date

3/24/2020

Employment End Date

--

Job Description

Graphic Designers are responsible for designing effective print, digital and motion graphics to best promote Student Involvement and USU programs, initiatives and events in alignment with client objectives within project deadlines.

Responsibilities:

- Develop layouts, original graphic elements and illustrations for print, collateral, signage, social media and screen graphics.
- Establish the overall look and content for products and communication materials that comply with University branding, editorial and accessibility standards.
- Research design inspiration in order to produce sketches, mood boards or style scapes to present to the client.
- Communicate with client program representatives to determine objectives and creative direction.
- Maintain organized project files, office supplies and department equipment.
- Perform other duties as assigned. (During crunch times, this may include assisting with signage, social media management and website editing.)

Qualifications

- Current Fresno State student pursuing a degree in graphic design or a related field. (Additional graphic design experience may be substituted for the education requirement.)
- Experience (1 year) designing graphics for promotional materials, signage or social media.
- Experience with Adobe Illustrator and Photoshop. (InDesign experience preferred.)
- Ability to meet deadlines while working independently and collaboratively on projects.
- Strong attention to detail, organization, time management and self-motivation skills.
- Strong interpersonal communication skills (i.e. customer or client services experience).

Application Details

Upload the following documents to the HireFresnoState job posting by the stated deadline for consideration:

- [Part-Time Employment Application](#)
- Resume with related experience

For inquiries or to submit a paper application, contact the Student Involvement Center:

In-Person

University Student Union 306

Weekdays • 8 a.m. to 5 p.m.

Email

aesguerra@csufresno.edu

Phone

559.278.0505

Organization Description

The USU is the heart of student life and central gathering space at Fresno State. Open seven days a week, the USU is where students come to eat, study, socialize, bowl and develop leadership skills.

Housed within the USU, the Student Involvement Center provides programs, such as Student Organizations and Vintage Days, that promote student engagement and cultivate personal growth through support and teamwork, service, growth and learning, leadership and inclusion.

Student employees and interns are the faces of the USU services and Student Involvement programs.. Visit bit.ly/usu-jobs for descriptions and check HireFresnoState employment opportunities in the following capacities:

- Customer Service :: Box Office, Bulldog Bowl, Information Center, Reservation Center, Student Involvement Center
- Public Relations and Marketing :: Graphic Designer, Videographer
- Building Services :: Custodial, Maintenance
- Stage Production :: Technician

Job Location

NORTH AMERICA - USA CALIFORNIA - CENTRAL VALLEY
Fresno, CA

Position Type / Eligibility

On Campus (Student Assistant; Auxiliary; Federal Work Study)
U.S. Work Authorization Required

Primary Job Function

Creative/Design; Marketing; Social Media

Job Industry

Education & Research; Public Service

Screening Criteria

Classification – Freshman; Sophomore; Junior; Senior

Required U.S. Work Authorization – U.S. Citizen; I-765; Permanent Resident; F-1; J-1; H-1

Minimum GPA – 2.0