**SharesVault Job Openings**

**JOB TITLE: Graphics Designer**

**REPORTS TO: Sales Manager**

**DEPT: Sales Division**

**SUPERVISES:** none

JOB SUMMARY

Brainstorming and mocking up design ideas for website and other materials like brochure, flyers, business cards, marketing materials. Working with sales team, programmers, developers or other technicians, to complete the final product design.

##### REPORTING RELATIONSHIPS

Graphic Designer report to Sales Manager

DUTIES & ESSENTIAL JOB FUNCTIONS

* Website design modification
* Creativity in designing Brochure, Letter Head
* Business Card design
* Flyer design
* Marketing material design
* Show new design ideas

##### QUALIFICATIONS

Minimum 1 years experience in Web designing field

##### REQUIRED

* Minimum 1 years experienced person with Graduation
* Fluent English communication
* Creativity
* Photoshop, CSS, Flash knowledge

##### PREFERRED

Minimum 5 website design assignment