

PACKAGES CONVERTORS LIMITED	Document type: JOB DESCRIPTION Title: Creative Graphic Designer
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Prepared by Safdar Hussain <i>Safdar Hussain</i>	Approved by Salman Rehman <i>Salman Rehman</i>	PAGE 1(1)	REV 01	DATE 01.07.2024	DOC NO. JDART/BUFC/04
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JOB DESCRIPTION

POSITION: CREATIVE GRAPHIC DESIGNER

LOCATION: ART DEPARTMENT

KEY ORGANIZATIONAL RELATIONSHIP:

ACCOUNTABLE TO: MANAGER ART

BASIC FUNCTION:

Responsible for job preparation for production

Duties and Responsibilities:

1. Creative work / design development
2. Preparation of new mechanical and verification
3. Preparation of amended mechanical and verification
4. Preparation of Digital proof and verification
5. Preparation of final output and verification
6. Follow quality system procedures, quality plans and work instructions
7. Use of SAP.

QUALIFICATION:

1. Academic /Professional: Graduate in Fine Arts
2. M.A / B.A/F.A./MATRIC With minimum 2-5 years relevant work experience

WORK EXPERIENCE / TRAINING;

Knowledge of Apple / Pc computer graphic softwares
MINIMUM 3 YEARS RELEVANT WORK EXPERIENCE

