

## Position Description

<b>Position Title:</b>	Senior Web Production Designer
<b>Reports To:</b>	Web Production Design Manager/Team Lead
<b>Department:</b>	Creative - Web
<b>FLSA:(Exempt/Non-Exempt)</b>	Exempt
<b>Band/Level:</b>	

### **Position Summary**

The Senior Web Production Designer position is responsible for creating engaging and responsive emails and site banners. The Senior Web Production Designer will employ industry and design best practices while ensuring design function and stability across multiple devices. This individual will work closely and cross-functionally with the marketing team members to incorporate solid brand elements and up-to-date findings. They will provide internal support throughout the build and launch process of campaigns.

### **Duties and Responsibilities**

- Create + edit html code for website, landing pages and emails including e-news
- Create + maintain site graphics
- Work closely with Web/Senior Web Designers for advice and collaboration
- Design support for various internal functions
- Maintain brand integrity throughout website as well as marketing sales and promotions

### **Education and Experience**

- Bachelor's Degree from an accredited four-year college or university in related profession/field. Master's degree strongly preferred.
- At least 3 years of experience required working with a creative team, web design, development and production
- Strong knowledge of HTML, CSS, Adobe Creative Suite, UX Front-end design, relevant industry trends, Microsoft Office Applications (O365) and basic front-end web programming.
- Candidate must have strong project management and organizational skills.

### **Preferred Qualifications**

- Knowledge of both MAC and PC platforms and Adobe Creative Suite
- Solid knowledge of JavaScript, WordPress and Wireframing

# Position Description

Position Description Approvals	
Dept. Senior Executive:	
Date Approved:	
HR Representative:	
Date Approved:	