44960 / Graphics Assistant

Center for Biofilm Engineering

Position Information

Below you will find detailed information for this job. Click the link for Organization Name to view more information about the employer.

If Submit Resume is available above, click it to submit your resume directly to this employer. If it is not, please read the Application Instructions below for details on how to send your resume to the employer.

Job Reference Num: 7

Linked Schedule:

No of Openings: 1

Work Schedule: Flexible

Hours Per Week: 10

Wage/Salary: $10/hour

Employment Start Date: ASAP

Employment End Date: May 4th, 2020 work study ends

Supervisor: Skip Anderson

Summary (250 characters) of job: 7

The Graphics Assistant is within the Communications Team at the Center for Biofilm Engineering at Montana State University. The Graphics Assistant helps the CBE Communications Team to deliver high-quality, professional graphics and other media.

Job Description:

The successful candidate will work closely with our Graphics Specialist to assist the Communications Team to plan, develop, and deploy high-quality works that advance the identity of the CBE; help create high-quality visual media solutions that communicate scientific and engineering information to diverse audiences; and help create marketing materials and other media. Up to 20% of this position may be dedicated to administrative tasks as assigned by the Communications Team.

Qualifications:

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Ability to work within a Windows-based computing environment, including MS Office (PowerPoint, Word, and Excel)

Preferred
Drawing and illustrator skills
Familiarity with editing videos in Adobe Premiere.
An ability to spot typos, grammatical errors, etc.

Application Instructions:
Please email cover letter, resume, and portfolio/samples to skipanderson@montana.edu.

Online Application Address:

Posting Information

Job Location (City, State):
Bozeman, MT

Is the job on or off MSU campus?:
On MSU campus

Position Type: Student Employment/Part-time, Work Study

Citizenship:

Graduation Start: Graduation End:

Classification:

Degrees:
Other

Majors: All Majors, Graphic Design Option, Master of Fine Arts, Photography Option

Post Date: Exp Date 6 weeks max:
11/21/2019 12/30/2019

Linked Contact Information

First Name: Middle Initial: Last Name:
James Anderson

Mailing Address:
366 Barnard

Physical Address:
366 Barnard

City:
Bozeman

State: Zip:
MT 59717-3980

Country:
United States

Map of Address Above:
Online Map (http://maps.google.com/maps?f=q&source=s_q&hl=en&q=366+Barnard+366+Barnard,+Bozeman,+MT,+59717-3980,+United+States)

Phone: Fax:
(406)994-7761 406-994-6098

Cell Phone:

Email:
skipanderson@montana.edu (mailto:skipanderson@montana.edu)